



Republic of the Philippines  
 Department of Education  
 CORDILLERA ADMINISTRATIVE REGION  
 SCHOOLS DIVISION OF BAGUIO CITY  
 MABINI ELEMENTARY SCHOOL

**REQUEST FOR QUOTATION**

<b>Supplier:</b> _____	<b>Requesting Unit:</b> MABINI ELEMENTARY SCHOOL
<b>Address:</b> _____	<b>PR No.:</b> PR No.: 2026-02-011
<b>Tel. #:</b> _____	<b>Quotation No.:</b> 2026-02-011
<b>e-Mail:</b> _____	<b>Date:</b> February 2, 2026
<b>Date Received by the Supplier:</b> _____	<b>ABC:</b> <b>P122,245.00</b>

Please quote your lowest price on the item/s listed, subject to the general conditions below, stating the shortest time of delivery and **submit your quotation in a sealed envelope** duly signed by your representative not later than February 7, 2026

*[Signature]*

**YOLANDA P. BESTOTON-CHAN**

Bids and Awards Committee Chairperson

**Requirements:**

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Income Business Tax Return (for ABC above 500,000.00)
4. Omnibus Sworn Statement (for ABC above 50,000.00)

**Note:**

- Submit RFQ together with the requirements
- All entries must be typewritten or legibly written
- Delivery period within \_\_\_\_\_ Calendar days
- Price validity shall be period of 30 days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	500	pieces	Medals for Grades 1-6		
2	424	pieces	Certificate/ Diploma for Grade 6 and Kinder		
3	424	pieces	Ribbons for parents Kinder and Grade 6		
4	80	pieces	Button pins for school personnel		
5	424	pieces	Button pins for learners (grade 6 and kinder)		
6	424	pieces	Souvenir program (grade 6 and kinder)		
7	8	pieces	lei for speaker, guest		
8	424	pieces	Certificate holder for diploma		
9	399	sqft	Tarpaulin		
***Nothing Follows***					
<b>TOTAL:</b>					
<b>PURPOSE for the End of the school year (SY2025-2026) rites on March 30-31, 2026</b>					

After having read and accepted your general conditions, I/We quote you on the item at prices noted above.

Signature over Printed Name

TIN #

canvassed by:



MABINI ELEMENTARY SCHOOL  
 Leonard Wood Rd., Salud Mitra, Baguio City  
 Landline: 074-424-6236