



Department of Education
Cordillera Administrative Region
Schools Division Office - Baguio City
BONIFACIO ELEMENTARY SCHOOL



REQUEST FOR QUOTATION

Standard Form No.: SF-GOOD-60
Revised on: May 24, 2004
Standard Form Title: Request for Quotation

GAA

Supplier: _____
Address: _____
Telephone No.: _____
e-Mail: _____
Date received by the Supplier: _____

Requesting Unit: **BONIFACIO ELEMENTARY SCHOOL**
PR No.: **2026-02-008**
Quotation No.: **2026-02-008**
Date: February 25, 2026
ABC: **60,428.00**

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 27, 2026

REAGAN A. DECORAN
School BAC Chairman / Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Income/Business Tax Return
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.
- / Indicate brand and model of item offered.
- / Delivery period: 10 Days upon receipt of the NTP.
- / Price validity shall be for a period of 30 Calendar Days.
- / Free Delivery at Bonifacio Elementary School

Item No.	Quantity	Unit	Item Description	Unit Price	Total Price
		-	Graduation Rites		
1	150	piece	Diploma for Graduates		
2	1	piece	Tarpaulin, 8 x 10		
3	2	piece	LEI, ethnic in different colours		
4	150	piece	Certificate Holder (Red), A4 Size for Graduates & Speaker		
5	155	piece	Gold Seal		
6	20	pack	SPECIAL PAPER, White, Letter Size 180gsm 10pcs/pack		
7	2	ream	BOND PAPER, Letter size, 80gsm		
8	10	pack	Photo Paper, A4, no back print, 20pcs/pack		
9	150	piece	Ready-made Ribbons for parents		
10	1	roll	Ribbon, gold, glossy/shiny, 1 inch		
11	1	roll	Ribbon, glossy/shiny, 1 inch		
12	1	roll	Ribbon, silver, glossy/shiny, 1/2 inch		
13	1	roll	Ribbon, yellow, glossy/shiny, 1/2 inch		
14	50	piece	Glue sticks, small		
15	1	piece	Medals, Gold, Diameter Size: 6cm, weight; 30g for Leadership Awardee		
16	38	piece	Medals, Bronze, Diameter Size: 6cm, weight; 30g for Academic Excellence Awardees		
17	14	piece	Medals, Gold, Diameter Size: 5cm, weight; 25g for Outstanding Performance (Proficiency and Special Awards)		
			Recognition Program		
18	21	piece	Medals for the achievers for Grades 1-5, SILVER		
19	181	piece	Medals for the achievers for Grades 1-5, BRONZE		
20	1	piece	LEI, ethnic in different colours		
21	1	piece	Tarpaulin, 8 x 10		
22	6	box	Thumbtacks 25pcs/pack		
			Moving up		

23	86	piece	Printing of certificate		
24	1	piece	Tarpaulin, 8 x 10		
25	86	piece	Certificate Holder,Blue, A4 Size		
26	86	piece	Gold Seal		
27	2	piece	LEI, ethnic in different colours		
28	4	pack	Acrylic Medal, 2.5 inch/ 50pieces/pack		
29	7	roll	Ribbon, green, 1 inch		
30	7	roll	Ribbon, yellow, 1 inch		
31	5	roll	Ribbon, white, 2"		
32	30	pack	Sticker Paper, Matt glossy A4 20pcs/pack		
33	20	pack	Photo Paper, A4, no back print, 20pcs/pack		
34	1	pack	Button Lock, 500pcs/pack		
35	1	piece	White Fabric, 30 yards		
36	1	piece	Dark Green Fabric, 30 yards		
37	1	piece	Yellow Green Fabric, 30 yards		
ALL ITEMS MUST BE DELIVERED TO BONIFACIO ELEMENTARY SCHOOL				TOTAL	
Purpose: Procurement of Supplies and Materials for EOSY Rites					

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

Canvassed by:

Signature over Printed Name

TIN