



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

REQUEST FOR QUOTATION

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

Supplier: _____ Requesting Unit: Doña Aurora Elementary School
 Address: _____ PR No.: 2026-0006-02
 Telephone No.: _____ Quotation No.: 2025-003-02
 e-Mail: _____ Date: December February 16, 2026
 Date received by the Supplier: _____ **ABC: ₱ 88,695.00**

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 21, 2026 29am.

VICTOR U. SOTELO JR.
 BAC Chairperson

Requirements

1. Mayor's / Business permit.
2. PhilGEPS registration number or certificate.
3. Income/Business Tax Return.
4. Omnibus Sworn Statement.
5. Please indicate the **unit price**, the **total price** and **overall total**.

Note

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ Indicate brand and model of item offered.
- ✓ Delivery period within **5** Calendar Days.
- ✓ Price validity shall be for a period of **30** Calendar Day

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	151		Diploma/Certificate Holder, Kinder, 9x12		
2	176		Diploma/Certificate Holder, G6, 9x12		
3	151		Diploma/Certificate and Printing with adhesive seal, Kinder, 9x12		
4	176		Diploma/Certificate and Printing with adhesive seal, G6, 9x12		
5	161		Souvenir Program/laser printing, colored front, black and white inner pages, Kinder		
6	191		Souvenir Program/laser printing, colored front, black and white inner pages, G6		
7	150		Button Pins, Kinder		
8	222		Button Pins, G6		

9	750	Ribbons, Kinder		
10	280	Ribbons, G6		
11	1	Medal, Gold,(6cm, 30g, emerald green lace with printed name of school)		
12	25	Medal, Silver, (6cm, 30g, emerald green lace with printed name of school)		
13	258	Medal, Bronze,(6cm, 30g, emerald green lace with printed name of school)		
14	3	Tarpaulin, 8' x 16'		
15	5	Lei		
16	1	Token		
			TOTAL	

Purpose: Graduation, moving up, and recognition.

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

Signature over Printed Name

Tin No.

Canvassed by:

Date/Telephone No.