



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
REQUEST FOR QUOTATION

Standard Form No.:SF-GOOD-60
 Revised on: March 11, 2026
 Standard Form Title: Request for Quotation

Procurement Project: Procurement of semi expendable equipment (water dispenser/microwave toaster) for continued operations of SDO Baguio City

Quotation No.:2026-03-048
 PR Number: 2026-03-057

Date: March 17, 2026
 ABC: 21,449.00

Requesting Unit: OSDS

Supplier: _____
 Address: _____

Telephone No.: _____
 Email Address: _____

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 March 23, 2026 2 9am

Failure to submit this on or before the due date aforstated will be a ground for disqualification.


SAMUEL T. EGSAEN JR. EdD, CESO VI
 Chairperson, Bids and Awards Committee

REQUIREMENTS:

- Mayor's / Business permit
- PhilGEPs registration number or certificate
- Omnibus Sworn Statement if above 50,000.00
- Income/Business Tax Return 500,000.00 and above
- PLEASE write the UNIT PRICE and TOTAL PRICE

Note:

- *Submit RFQ together with the requirements.
- *All entries must be typewritten or legibly written.
- *Delivery period within _____ Calendar Days.
- *Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Cost	Unit Price	Total Price
1	2	Units	WATER DISPENSER SPECIFICATIONS: Water dispenser -Features/Product Description: - Top Load - 3 water options (hot, cold and warm) - Child safety lock	9,500.00		



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600

Telephone No.: (074) 665-1231

Email Address: baguio.city@deped.gov.ph



DepEd Tayo Baguio City



<https://depedpines.com>



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			<ul style="list-style-type: none">- Compartment cover with storage cabinet- Dip tray for water waste collection- Easy push button faucets- With water bottle cabinet- Durable, original and heavy duty- With warranty			
2	1	Unit	<p>ELECTRIC OVEN TOASTER</p> <ul style="list-style-type: none">-Power input: 1000W-Capacity: 11 L-30 min. timer with signal bell-2 glass tube heater for top and bottom heating-with thermostat to prevent overheating-with bake tray and wire rack-bake, roast and broil functions-with heater selector switch-unit dimension: 38 cm x 26 cm x 21 cm-net weight: 3 kg.	2,449.00		
TOTAL:						

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

Signature over Printed Name

Tin

Date/Telephone No.

Canvassed by: