



Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
**SAN VICENTE ELEMENTARY SCHOOL**  
 Brgy San Vicente, Baguio City

**REQUEST FOR QUOTATION**

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

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

Requesting Unit: San Vicente Elem School  
 PR No.: 2026-03-003  
 Quotation No.: 2026-03-002  
 Date: March 6, 2026  
 ABC: **114,200.00**

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 Mar 11, 2026

*Janet Kodagagen*  
**JANET KODAGAGEN**  
 BAC Chairman

**REQUIREMENTS:**

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Income/Business Tax Return
4. Omnibus Sworn Statement

**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 Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	1	pc	Prolink PVR500D 500VA Automatic Voltage Regulator (AVR) Voltage Stabilizer - for Riso Machine		
2	1	pc	APC Back-UPS 625VA, 230V, AVR, Floor, Universal Sockets (office)		
3	4	pc	TP-Link   Archer   BE220   BE3600   Dual-Band   Full   Gigabit   Wi-Fi 7   Router		
4	100	pcs	RJ 45		
5	1	pc	extension Wire 10 meters		
6	20	pcs	MOUSE		
7	1	unit	EcoTank L14150 A3+ Multifunction Wi-Fi Ink Tank Printer - (OFFICE USE)		
8	2	unit	2 Printer with long scanner, mega tank		
9	2	unit	Printer with scanner 3 in 1 colored printing		

Purpose: PROVISION FOR SEMI EXPENDABLE ICT EQUIPMENT AND INTERNET UPGRADES

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 No.

\_\_\_\_\_  
 Date:

Alice D. Milan

Canvassed by: