



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

|  |                   |                  |
|--|-------------------|------------------|
| <b>Procurement Project: Procurement of ALS Banner for the ALS Graduation and Moving Up Ceremonies for SY 2025-2026</b> |                   |                  |
| Quotation No.: 2026-05-062   | Date: May 6, 2026 | Requesting Unit: |
| PR Number: 2026-05-088   | ABC: 4,500.00     | CID              |

|                 |                      |
|-----------------|----------------------|
| Supplier: _____ | Telephone No.: _____ |
| Address: _____  | 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 May 11, 2026 @ 9:00 am

**Failure to submit this on or before the due date aforesated 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        | 1    | Piece | ALS BANNER, 3' x 4'11" Main Material; Silk Cloth; with eyelet to tie on a pole<br>Rectangular Design with Tassel Fringe:<br>The banner is rectangular in shape, displayed horizontally, and features a decorative fringe of dark blue tassels along its bottom edge.<br>Refer to the attached design | 4,500.00  |            |             |



**Address:** 82 Military Cutoff Rd, Baguio, Benguet, 2600  
**Telephone No.:** (074) 665-1231  
**Email Address:** baguio.city@deped.gov.ph





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|               |  |
|---------------|--|
| <b>TOTAL:</b> |  |
|---------------|--|

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: