



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
 Schools Division of Baguio City
PINSAO ELEMENTARY SCHOOL

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 Address: _____
 Date received by the Supplier: _____

Requesting Unit: **PINSAO ELEMENTARY SCHOOL**
 PR No.: 2026-06-14
 Quotation No.: 2026-06-09
 Date: June 4, 2026
 ABC: **Php 106,124.89**

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 **5:00pm of June 8, 2026**.

Brigitte Marie Acculaling
BRIGITTE MARIE ACCULALING
 Bids and Awards Committee Chairman

REQUIREMENTS:

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

Note:

- | | |
|---|---|
| ● Submit RFQ together with the requirements. | ● Delivery period within 7 Calendar Days. |
| ● Entries must be typewritten or legibly written. | ● Price validity shall be for a period of 30 Calendar Days. |
| ● Indicate brand and model of item offered. | |

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	4	bot	Ineo Toner TN-118		
2	20	unit	Fire Extinguisher, dry chemical, 10LBS Portable Type		
3	1	set	Medical Spineboard, heavy duty, with at least 3 safety straps, max load capacity of 200kg, 185x45x5cm		
4	28	piece	Whistle, Aluminum Alloy, with lanyard/rope		
5	6	set	First Aid Kit, Plastic Hard Case with Basic Medicine & Basic Wound Care kit		
6	1	unit	Air Conditioner, window type, inverter, 1 horse power (HP), with remote		
7	6	set	Sewing set, with assorted threads, pins, needles, scissor, tape measure		
8	1	set	Sewing machine, manual, with head, table and stand		
				TOTAL	

Purpose: Procurement of semi-expendable equipment, office supplies and other school materials

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

Additional Notes:

1. Bidders may submit their quotations through our email at pinsaoelementary@gmail.com.

Canvassed by: _____

Signature over Printed Name

TIN

Date/ Telephone No.