Republic of the Philippines
Department of Education
Cordillera Administrative Region
Division of Baguio City
District 7
ELPIDIO R. QUIRINO ELEMENTARY SCHOOL
Purok 2, Irisan, Baguio City

REQUEST FOR QUOTATION

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

Supplier:		Requesting Unit:	Elpidio R. Quirino Elementary School
Address:		PR No.:	**2026-07-029**
Tel. No.:		Quotation No.:	**2026-07-023**
e-Mail:		Date:	**July 10, 2026**
Date received by the Supplier:		ABC:	PhP. **107,500.00**

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 **July 16, 2026 @ 10:00 am.**

ORDEN V. CAYSO
BAC Chairman

REQUIREMENTS:

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

Note:

1 Delivery Period with in **10-15** Calendar Days Upon receipt of **NOA**
2 Price Validity shall be for a period of **30 Calendar Days**

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 _____ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	10	unit	Printer- All-in-one ink tank, Print, Scan, Copy, 5760x1440dpi, Up to 11ip(black), up to 6ipm(color), Speed up to 33mm(black), up to 15ppm(color), Scanner Resolution: 600x1200dpi (CIS flatbed scanner), copy: up to 20 copies at a time		
2	5	unit	Extension Cord, heavy duty, wheel type, 10m		
				TOTAL	
Purpose: Procurement of Semi-Expendable Machinery and Equipment					

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:
RODOLFO C. RAZO