



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
DISTRICT II
FORT DEL PILAR ELEMENTARY SCHOOL
Fort del Pilar, 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.: _____
eMail: _____
received by the Supplier: _____

PR No.: PR-2026-08-023a/09-023b
Quotation No.: **Q-2026-09-023**
Date: **09/10/2026**
ABC: **₱51,538.29**

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 **September 15, 2026; 9:00 AM.**

LUCIA P. PANGKET
BAC Chairman

REQUIREMENTS:

1. Mayor's / Business Permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement

Note:

- Submit RFQ together with the requirements
- All entries must be typewritten or legibly written
- Delivery period **within 5 WD upon receipt of PO or NTP whichever is applicable**
- Price validity shall be for a period of **30 Calendar Days**

NOTE: <u>Pls Indicate the brand or specs of your offering if applicable</u>						
Pls. check applicable: <u>Free Delivery?</u> ☐ Can Comply ☐ Cannot Comply						
Item No.	Qty	UOM	Item Description	Bidder's Specs	Unit Price	Total Price
1.	87	rolls	TAPE, transparent, 24mm			
2.	126	pcs	permanent marker, broad			
3.	126	pcs	MARKER, Whiteboard, Black			
4.	2	pc	plastic fastener			
5.	28	bottle	genuine epson ink, 003, Black, 65ml			
6.	3	bottle	genuine epson ink, 003, Cyan, 65ml			
7.	3	bottle	genuine epson ink, 003, Magenta, 65ml			
8.	3	bottle	genuine epson ink, 003, Yellow, 65ml			
9.	3	pcs	table cloth, fabric, 60" x 90"			
10.	10	pcs	hand towel, big size, 12" x 54", cotton			
11.	38	pack	trash bag, Xlarge			
12.	38	pouch	detergent powder, all purpose			
13.	38	bottle	cleaner, toilet bowl and urinal			
14.	38	bottle	hand soap, liquid, 500ml			
15.	84	pack	toilet tissue paper, 2 ply			
16.	3	pcs	digital stopwatch			
17.	2	pack	toilet tissue paper, 2-ply, 12's			

Item No.	Qty	UOM	Item Description	Bidder's Specs	Unit Price	Total Price
18.	10	pack	trash bag, black, XXL, 10's			
19.	3	bottle	cleaner, toilet bowl and urinals			
20.	2	pouch	detergent powder, all purpose			
21.	2	can	floor wax, paste type, red			
22.	2	bottle	hand soap, liquid, 500ml			
23.	4	pc	AA Battery, dry cell			
24.	4	pc	AAA Battery, dry cell			
25.	12	pc	9v Battery, dry cell			
			<i>NOTE: preferably within Baguio City Supplier</i>			
			<i>Please don't forget to indicate bidder's specification</i>			
			<i>please check also the red font note above</i>			
TOTAL						
Purpose: for School and Office Use (August-September MOOE 2026)						

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

Canvassed by:

Printed Name Over Signature



**FORT DEL PILAR ELEMENTARY
SCHOOL**

Fort del Pilar, Baguio City
Telephone No.: 074-442-3771
Email Address:
fortdelpilarelemschool@gmail.com

Signature over Printed Name

TIN

Date / Telephone No.