Republic of the Philippines

Department of Education

CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
BAGUIO CENTRAL SCHOOL

MOOE Fund

REQUEST FOR QUOTATION

Company/Supplier/Store:
Address:
Telephone No.:
e-Mail:
TIN:

PR No.: 2026-10-056
Quotation No.: 2026-10-055
Date: October 21, 2026
ABC Php **65,000.00**

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 **October 24, 2026 @9:00AM.**

CARINA G. WALSIYEN
Chairperson, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement (for ABC above 50K)
4. Income/Business Tax Return (for ABC above 500K)

Note:

- Submit RFQ together with the requirements.
- All entries must be typewritten or legibly written.
- Delivery period 3-7 days upon receipt of NTP.
- Price validity shall be for a period of **30 Calendar Days.**

Item No.	Qty.	Unit	Item Description	Supplier's Remarks (for item specification)	Unit Price	Total Price
1	19	ream	Laminating Film, long, 125mic, 100pcs per pack			
2	8	bottle	Epson 003, Black original			
3	60	ream	Paper, Multipurpose, 70/80gsm, Long			
4	60	ream	Paper, Multipurpose, 70/80gsm A4			
5	6	unit	Laminating Machine, table top, with hot and cold and reverse option, upto A3 size			
			----------nothing follows----------			
					TOTAL	

Purpose: Procurement of office supplies and materials for SIIF.

Additional Note: 1. Supplier shall deliver the items to the school within the delivery period.
2. Bidders may submit their quotations through email: baguiocentralschool@gmail.com

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

Canvassed by:

Canvasser

Signature over Printed Name / Date

Tin

Tel. No./ Cellphone No.