Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
DISTRICT 10
DOÑA AURORA H. BUENO ELEMENTARY SCHOOL

REQUEST FOR QUOTATION

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

* Program Support Fund for School Innovation and Improvement Program

Supplier: _____
Address: _____
Telephone No.: _____
Email: _____
Date received : _____

Requesting Unit: **Dona Aurora H. Bueno Elementary School**
PR No.: **2026-032**
Quotation No.: **2026-032**
Date: **November 16, 2026**
ABC: **₱50,000.00**

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 **November 20, 2026, 9:00 AM**.

CLIFFORD E. SIMON
Chairperson, Bids and Awards Committee

Requirements:
1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement (for ₱50,000.00 and above ABC)

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	3	unit/s	Printer - Print, Scan, Copy - Compact EcoTank Design with accessible ink tank body - Print speed up to 11 ipm*2 for black and 6 ipm for colour - Borderless Printing up to 4R size - High Yield Ink Bottles - User Replaceable Maintenance Box - Designed with durability in mind, you can print up to 50,000 pages covered under warranty, print head included		
2	4	unit/s	Laminator Machine - Operating Temperature: 140+10°C - Maximum Binding Length: 300mm - Power Consumption: 450W - Rated Power Voltage: 220V - Features: Cold and hot lamination options, overheat protection, and automatic sleep mode after idle time. - Up to A3 document sizes and is designed for heavy-duty use.		
3	4	ream/s	Laminating Film A4 200 microns		
4	6	ream/s	Laminating Film A4 125 microns		
				TOTAL	
Purpose: support for school innovation and improvement program					

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 : _____

Canvassed by: **REBECCA A. BILLAO**

School ID: **136408**
Address: **Purok 1, Camp 8, Baguio City**
Telephone: **(074) 442-4070**
Email: **136408@deped.gov.ph / donaaurorahbueno@gmail.com**
Facebook: **DepEd Tayo Dona Aurora H. Bueno Elementary School**