Republic of the Philippines
Department of Education
Cordillera Administrative Region
Division of Baguio City
82 Military Cut-off Rd., Baguio City

REQUEST FOR QUOTATION

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

SIIF PSF

Supplier: _____
Address: _____
Telephone No.: _____
e-Mail: _____
Date received by the Supplier: _____

Requesting Unit: **RIZAL NATIONAL HIGH SCHOOL**
PR No.: **2026-11-027**
Quotation No.: **2026-11-027**
Date: **November 23, 2026**
ABC: 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 **November 25, 2026 at 9:00 AM.**

ORTEZ D. GABOL
School BAC Chairperson, Bids and Awards Committee

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

NOTE
- ü Submit RFQ together with the requirements.
- ü All entries must be typewritten or legibly written.
- ü Indicate brand and model of item offered.
- ü Delivery period within _____ Calendar Days.
- ü Price validity shall be for a period of 30 Calendar Days.

Item No.	Quantity	Unit	Item Description	Unit Price	Total Price
1	5	unit	**A4 All-in-One Ink Tank Printer** Print, Scan, Copy, Borderless Printing up to 4R size		
2	1	unit	**A4 All-in-One Ink Tank Printer with ADF** Print, Scan, Copy, and Fax. Supports multi-page scanning & copying up to legal via the ADF, Borderless Printing up to 4R size		
				TOTAL	
Purpose: Procurement of ICT equipment for the implementation of SIIF Program					

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

Canvassed by:

NANCY M. PAWAY
Admin. Aide III

_____
Signature over Printed Name

_____
Tax Identification Number (TIN)