Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Baguio City
Baguio Country Club Village Elementary School
Sector D, Country Club Village, 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:	BCCVES
Address:		PR No.:	2026-11-001
Tel. No.:		Quotation No.:	2026-11-001
e-Mail:		Date:	November 11, 2026
Date received by the Supplier:		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 23, 2026, 8:00AM**

MONA RIZZA N. AGSI
BAC Chairperson

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

Note:
√ Submit RFQ together with the requirements.
√ All entries must be typewritten or legibly written.
√ Indicate brand and model of item offered.
√ Delivery period: as scheduled
√ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	5	units	**PRINTER,** 3-in-1, Ink flow		
2	4	set	**INK**, for printer, Black, Magenta, Cyan, Yellow		
				TOTAL	
Purpose: To print and produce instructional and reading materials					

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:

Canvasser