



Republic of the Philippines
Department of Education
Cordillera Administrative Region
PINES CITY NATIONAL HIGH SCHOOL
Palma Street, Baguio City



6/2/2025

REQUEST FOR QUOTATION

Supplier:	_____	Requesting Unit:	JHS
Address:	_____	PR No.	2025-06-01
Telephone No. :	_____	Quotation No.:	2025-06-01
E-mail	_____	Date:	06/02/2025
Date received by the Supplier:	_____	ABC:	Php135,317.00

Sir/Madam:

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 6/5/2025, 5:00PM.

REQUIREMENTS:

- 1) Mayors Business Permit
- 2) Valid PHILGEPS membership Certificate

- Note:**
- * Submit RFQ together with the requirements
 - * All entries must be typewritten/or legibly written
 - * Indicate brand and model of items offered
 - * Delivery period within 30 Calendar days
 - * Price validity shall be for a period of 30 calendar days

VIRGINIA T. ULATAN
Head Teacher VI
Chairman, BAC

Pls Submit RFQ together with the requirements

Item No.	QTY	Unit	Item Description	Unit Price	Total Price
1	200	reams	Bond Paper, 70gsm, A4 size		
2	500	reams	Bond Paper, 70gsm, Legal		
3	5	pack	Folder, Tagboard, legal size, 100s		
4	24	pcs	Marking Pen, Pilot, black		
5	3	pack	Sticker Paper, Legal size, 100s		

Date:

Purpose: for printing of Pre-test and supplies for classroom teachers

The Principal
Pines City National High School
Baguio City
Madam:

My prices are stated herein above and that the articles/services are available in my stock and could be delivered within ____ days upon receipt of the duly approved PURCHASED ORDER and/or AWARD.

Canvassed by:

Very truly yours,

VAT/Non-VAT No. _____
LBP Acct. No. _____
Branch: _____