



Republic of the Philippines  
Department of Education  
Region VI-Western Visayas  
SCHOOLS DIVISION OF SAGAY CITY

OFFICE OF BIDS AND AWARDS COMMITTEE

Project Reference No : 24-09-148  
Name of Project : Procurement of GPP Tools as Award for the Top 3 Best Schools GPP Implementers  
Location of the Project : Sagay City  
Fund: SBFP 2024 Current & Continuing Fund (SARO-RO-6-24-0523)

REQUEST FOR QUOTATION

Name of Company \_\_\_\_\_ Date : September 17, 2024  
Address \_\_\_\_\_ Quotation No.: 24-09-148  
TIN Number (please indicate if VAT or NON-VAT) \_\_\_\_\_

Please quote your lowest price on the item/s listed below subject to the General Condition on the last page stating the shortest time of delivery. Submit your quotation duly signed by your representative not later than 2:00 PM September 24, 2024 to the return envelope attached herewith.  
(Time)

MARK ANTHONY J. TAN, PhD

OIC - Office of the ASDS  
BAC Chairperson

NOTE:

- 1 All entries must be typewritten.
- 2 Delivery period within 7 calendar days after receipt of Purchase Order.
- 3 Warranty shall be for a period of six (6) months for supplies and materials. One (1) year for equipment from date of acceptance by the procuring entity.
- 4 Price validity shall be for a period of 30 calendar days after issuance of Request for Quotation.
- 5 Mayor's Permit & PhilGeps Registration Certificate shall be attached upon submission of the quotation.
- 6 Bidders shall submit original brochures showing certifications of the product being offered.

Item No.	Name & Description	Qty	Unit	Unit Price	Total Price
	Shovel Heavy Duty	6	pcs		
	Spade Stainless Steel Heavy Duty	6	pcs		
	Digging Hoe / Grab Hoe Heavy Duty	6	pcs		
	Plastic water sprinkler for watering plants	8	pcs		
	Trowel	6	pcs		
	Digging Bar 4 ft	3	pcs		
	Rake with Handle Heavy Duty	6	pcs		

Brand Model: \_\_\_\_\_ Warranty: \_\_\_\_\_  
Delivery Period: \_\_\_\_\_ Price Validity \_\_\_\_\_

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

Printed Name/Signature \_\_\_\_\_  
Tel./Cellphone No./Email Address \_\_\_\_\_  
Date \_\_\_\_\_

Ref.: Handbook on Prop & Supply Management