




REQUEST FOR QUOTATION

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

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

Requesting Unit:
 PR No.: 2018-01-014
 Quotation No.: 2018-01-008
 Date: January 23, 2018
 ABC: 486,000.00

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 01/29/2018 @ 11:00AM

1/23  **SORAYA T. FACULO, PhD.**
 OIC-Assistant School Division Superintendent
 Chairman, Bids and Awards Committee *pld*

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 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	Lot	Security Guard 3 shifts per day Schedules: 8:00 – 16:15 hour 16:00 – 00:15 hour 00:00 – 8:15 hour		
			**Note: Security Guards must be in complete uniform while in duty - with flashlight - with baton (Cudgel) - with gun issued With a high standard Security Plan (submit a copy) From: January to December 31, 2018		
				TOTAL	
Purpose: Procurement of Services of 3 Security guards at the DepEd Baguio City Division Office					

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

 Signature over Printed Name

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 Date/Telephone No.

POSTED IN **PHILGEPS**

Canvassed by: