



## 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: \_\_\_\_\_ ABC: P 168,000

Requesting Unit: Dontogan Elementary School

PR No.: 2021-01-02

Quotation No.: 2021-01-02

Date: 01-04-2021

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 **January 11, 2020**.

*Vangie D. Siki*  
**VANGIE D. SIKI**

Chairman, Bids and Awards Committee

### 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 10 Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

POSTED IN **PHILGEPS**

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	1	pax	Guard, night shift - Schedule: 6:00 PM-6:00AM - On duty from Monday to Sunday including legal and special holidays - With proper uniform and defense tools - With security plan from January 1 to December 31, 2021		
			***nothing follows***		
			<b>TOTAL</b>		

Purpose: Procure of services of one (1) security guard (night shift) for Dontogan Elem. School.

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.

Canvassed by: