



**Republic of the Philippines**  
**Department of Education**  
**Cordillera Administrative Region**  
**SCHOOLS DIVISION OF BAGUIO CITY**  
**DISTRICT 5**  
**DONTOGAN ELEMENTARY SCHOOL**

**REQUEST FOR QUOTATION**

Company/Supplier/Store: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone No.: \_\_\_\_\_  
 e-Mail: \_\_\_\_\_  
 TIN: \_\_\_\_\_

PR No.: 2021-12-062  
 Quotation No.: 2021-12-059  
 Date: 12/13/2021  
 ABC: Php 168,000.00

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 December 17, 2021.

*ds*  
**VANGIE D. SIKI**  
 Chairperson, Bids and Awards Committee

<b>REQUIREMENTS:</b> 1. Mayor's / Business permit 2. PhilGEPS registration number or certificate 3. Omnibus Sworn Statement (for ABC above 50K) 4. Income/Business Tax Return (for ABC above 500K)	<b>Note:</b> ✓ Submit RFQ together with the requirements. ✓ All entries must be typewritten or legibly written. ✓ Delivery period within <u>7</u> Calendar Days. ✓ Price validity shall be for a period of <u>30</u> Calendar Days.
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Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	1	pax	<b>SECURITY GUARD (Night Shift)</b>		
			<b>Contract Period:</b> January 1, 2022 - December 31, 2022		
			<b>Schedule:</b> 6:00 PM – 6:00 AM; Monday to Sunday including legal and special holidays		
			<b>Requirements:</b> Security guard must be: 1. duly licensed; 2. in complete uniform while on duty; 3. with complete defense tools (baton & flashlight); 4. with at least 2 years of experience; 5. must maintain a logbook; 6. visible at all times; and 7. must adhere to the policies of Dontogan ES		
			** The bidding security agency must submit a security plan for the period of January 1, 2022 to December 31, 2022		
			<b>TOTAL</b>		
Purpose: Procurement of security services for Dontogan Elementary School for CY 2022					

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



**Address:** Purok 2, Brgy. Dontogan, Baguio City  
**Telephone Number:** (074) 422-5095 / **E-mail Address:** [dontoganes@gmail.com](mailto:dontoganes@gmail.com)  
**Facebook page:** DepEd Tayo Dontogan ES