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

REQUEST FOR QUOTATION

Supplier:_____

Address:_____

Telephone No.:_____

e-Mail: _____

TIN:_____

Requesting Unit: Dontogan Elementary School
PR No.: 2022-11-0034
Quotation No.: 2022-11-0035
Date: December 02, 2022
ABC: Php 384,000.00

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 09, 2022.

POSTED IN PHILGEPS

LEEANN C. NEAD
Chairperson, Bids and Awards Committee

REQUIREMENTS:
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)

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 _7_____ Calendar Days.
✓ Price validity shall be for a period of _30_ Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	2	pax	**SECURITY GUARDS (1 Day shift, 1 Night shift)**		
			Contract Period: January 01, 2023 – December 31, 2023		
			Schedule: 6:00 AM – 6:00 PM; 6:00 PM – 6:00 AM		
			Monday to Sunday including legal and special holidays		
			Security guards must:		
			1. be duly licensed;		
			2. be in complete uniform while on duty;		
			3. be with complete defense tools (flashlight & baton)		
			4. be with at least 2 years of experience;		
			5. maintain a logbook;		
			6. be visible at all times; and		
			7. adhere to the policies of Dontogan Elementary School		
			** The bidding security agency must submit a security plan for the period of January 01, 2023 to December 2023		
				TOTAL	

Purpose: Procurement of security services for Dontogan Elementary School for CY 2023

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

_____
Signature over Printed Name

_____
TIN

_____
Tel. No. / Date

Canvassed by:

Address: Purok 2, Km. 6, Sto. Tomas Rd., Brgy. Dontogan, Baguio City
Telephone Number: (074) 422-5095 / **E-mail Address:** dontoganes@gmail.com
Facebook page: facebook.com/DepEd Tayo Dontogan ES