



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY

REQUEST FOR QUOTATION

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

PR No.: 2023-11-019
 Quotation No.: 2023-11-021
 Date: 11/28/2023
 ABC: Php 360,000.00

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 4, 2023.

POSTED IN PHILGEPS

ALEX G. GUILANDA
 School BAC Chairman

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.
- ✓ Delivery period within _____ Calendar Days.
- ✓ Price validity shall be for a period of ____ 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, 2024 – December 31, 2024) - Schedule: 7:00 AM – 7:00 PM; 7:00 PM – 7:00 AM Monday to Sunday including legal holidays 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 at least 2 years of experience; 5. maintain a log book; 6. be visible at all times; and 7. adhere to the policies of Aguinaldo Elementary School		
			**The bidding security agency must submit a security plan for the period of January 01 to December 31, 2024		
				TOTAL	
Purpose: Procurement of security services for Aguinaldo Elementary School for CY 2024.					

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

 Signature over Printed Name



ADDRESS: GEFA Brgy., Lower QM, Baguio City
TELEPHONE NUMBER: 442-4069
EMAIL ADDRESS: aguinaldoelementary@gmail.com