



Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
**STO. TOMAS NATIONAL HIGH SCHOOL**  
 Sto. Tomas Central, Baguio City  
**REQUEST FOR QUOTATION**



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

Supplier: Requesting Unit: **STNHS-JR**  
 Address: PR No.: **STNHS-2024-04-007**  
 Telephone No.: Quotation No.: **STNHS-2024-05-007**  
 E-Mail: Date: **30-Apr-2024**  
 Date received by the Supplier: ABC: **207,000.00**

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 05-17-2024 (12:00NN).

**JENNYLYN B. BONAYAO**  
 BAC Chairman

**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 15 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	2	pack	<b>SECURITY GUARD (Alternate Shift)</b>		
			<b>Contract Period: July- December 2024</b>		
			<b>Schedule:</b>		
			6:00 AM- 6:00 PM; 6:00 PM-6:00 AM from Monday to Sunday Including legal and special Holidays		
			<b>Requirements: Security Guard must:</b>		
			1. be duly licensed;		
			2. be in complete uniform while on duty;		
			3. be with defense tools		
			4. must maintain a logbook;		
			be visible at all times; and		
			7. adhere to the policies of STNHS		
			<b>**The bidding security agency must submit a security plan for the period July- December 2024</b>		
			<b>*Nothing Follows*</b>		

**Purpose: Procurement of security services for July- December 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

\_\_\_\_\_  
 TIN

\_\_\_\_\_  
 Date / Telephone No.