



### REQUEST FOR QUOTATION

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

Supplier: \_\_\_\_\_ Requesting Unit: \_\_\_\_\_  
 Address: \_\_\_\_\_ PR No.: 2018-02-029  
 Telephone No.: \_\_\_\_\_ Quotation No.: 2018-02-030  
 e-Mail: \_\_\_\_\_ Date: February 26, 2018  
 Date received by the Supplier: \_\_\_\_\_ ABC: 405,000.00

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 \_\_\_\_\_.

**SORAYA T. FACULO, PhD.**  
 OIC-Assistant School Division Superintendent  
 Chairman, Bids and Awards Committee

**REQUIREMENTS:**

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. 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 \_\_\_\_\_ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	3	Lot	Security Guard 3 shifts per day Schedules: 8:00 – 16:15 hour 16:00 – 00:15 hour 00:00 – 8:15 hour		
			<b>**Note: Security Guards must be in complete uniform while in duty</b> - with flashlight - with baton (Cudgel) - with gun issued - with security plan <b>From: March to December 31, 2018</b>		
				<b>TOTAL</b>	
Purpose: Services of security guard for DO					

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

POSTED IN PHILGEPS

\_\_\_\_\_  
 Signature over Printed Name

\_\_\_\_\_  
 Tin

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

Canvassed by: \_\_\_\_\_