



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DISTRICT IX
ALFONSO TABORA ELEMENTARY SCHOOL
New Lucban Road, Baguio City

REQUEST FOR QUOTATION

Supplier:	Requesting Unit: ALFONSO TABORA E/S
Address:	PR No.: 2025-12-041
Telephone No.:	Quotation No.: 2025-12-041
e-Mail:	Date: December 16, 2025
Date received by the supplier:	ABC: 240,000.00

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 22, 2025 @ 9am


ALVIN G. BINIAHAN

School BAC Chairman, Bids and Awards Committee

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 7 calendar days
- ✓ Price validity shall be for a period of 30 calendar days

Item No.	Quantity	Unit	Item Description	Unit Price	Total Price
1	1	pax	Security Guard		
			Contract Period: January 01, 2026- December 31, 2026 (12 months contract)		
			Schedule of Duty: Mondays to Saturdays including holidays (26 days)		
			Duty Hours: 6AM to 6PM		
			Security Guard must: a. be duly licensed; b. be in complete uniform while on duty; c. be with complete defense tools (flashlight and baton); d. maintain a logbook; e. be visible at all times		
			***Security agency must submit proof of monthly remittances (payment to SSS, Philhealth, Pag-ibig, etc.)		

Purpose: Procurement of security services for Alfonso Tabora Elementary School CY 2026.

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

Signature over Printed Name

CANVASSED BY:

TIN (Please indicate if VAT or NON VAT)