



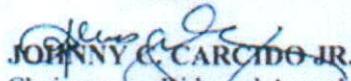
Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Baguio City
LOAKAN ELEMENTARY SCHOOL
District III

REQUEST FOR QUOTATION

Company/Supplier/Store: _____
Address: _____
Telephone No.: _____
E-mail: _____
TIN: _____

PR No.: **2025-12-038**
Quotation No.: **2025-12-038**
Date: **December 23, 2025**
ABC: **Php 276,000.00**

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** signed by your representative not later than **December 29, 2025**


JOHNNY C. CARCIDO JR.
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.
- ✓ Delivery period within **5** Calendar Days.
- ✓ Price validity shall be for a period of **30** Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	12	Monthly	Janitorial Services		
			Php 550.00 daily wage with 6 days duty per week		
			With statutory benefits		
			With 13 month pay		
			With at least 5 days Leave		
			-NOTHING FOLLOWS -		
			TOTAL		

Purpose: Procurement of janitorial services for FY 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

TIN



School: Loakan Elementary School
School Address: Loakan Proper, Baguio City
School e-mail address & contact no.: loakanes@gmail.com