



Republic of the Philippines
Department of Education

Cordillera Administrative Region
Schools Division of Baguio City
DISTRICT I
RIZAL ELEMENTARY SCHOOL
#1 GIBRALTAR ROAD, BAGUIO CITY

REQUEST FOR QUOTATION

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

PR No.: 2025-12-58
Quotation No.: 2025-12-58
Date: December 15, 2025
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 **December 19, 2025, 9am**


MARIA MAGDALENA C. BALAO
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 10 days after receipt of PO
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	1	pax	UTILITY PERSONNEL		
			DUTY HOURS: 7:30AM - 4:30AM		
			Contract Date: January 1, 2026 - December 31, 2026		
			Monday to Friday, including legal and special holidays		
			Utility personnel must be:		
			a. MUST BE VISIBLE AT ALL TIMES		
			b. must adhere to the policies of the school		
			c. possess basic carpentry skills		
			AGENCY must submit the following:		
			a. utility plan for January 2026 to December 2026		
			b. proof of remittance (SSS, PHIC, and Pag-IBIG)		
				TOTAL	
Purpose: Procurement of Utility Services for Rizal ES for 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

TIN



Address: #1 Gibraltar Road, Baguio City
Telephone No.: (074) 620-4224
E-mail Address: rizalbaguio1937@gmail.com/136404@deped.gov.ph
DepEdTayo Rizal Elementary School