



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.: 2025-11-056
 Quotation No.: 2025-11-56
 Date: December 1, 2025
ABC: 480,000.00

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 8, 2025**.

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	2	PAX	SECURITY GUARD		
			12 hours duty, 7:00 AM to 7:00 PM & 7:00 PM to 7:00 AM		
			Contract Date: January 1, 2026 - December 31, 2026		
			Monday to Sunday, including legal and special holidays		
			Security Guard must be:		
			a. Duly Licensed		
			b. In complete uniform and paraphernalia		
			* With flashlight and baton		
			c. with at least 2 years of experience		
			d. MUST MAINTAIN A LOGBOOK		
			e. MUST BE VISIBLE AT ALL TIMES		
			f. must adhere to the policies of the school		
			SECURITY AGENCY must submit a security plan for January 2026 to December 2026		
			TOTAL		

Purpose: Procurement Security 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