



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
 SCHOOLS DIVISION OF BAGUIO CITY
 SAN VICENTE NATIONAL HIGH SCHOOL
 San Vicente, Baguio City

REQUEST FOR QUOTATION

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

PR No.: **2026-01-001**
 Quotation No.: **2026-01-001**
 Date: **January 12, 2026**
 ABC: **₱288,000.00**

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 January 19, 2026 29am.

WALTER B. OPPOD

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 _____ Calendar Days.
- ✓ Price validity shall be for a period of ____ Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	1	Pax	Security Services		
			Contract Period: January 26 – December 31, 2026		
			Schedule of duty: Monday to Sunday, 6:00 PM to 6:00 AM including legal and special holidays, class and work suspensions		
			Security Guard must:		
			a. be duly licensed		
			b. wear proper uniform with complete defense tools (flashlight, baton, etc.)		
			c. has atleast 2 years of experience		
			d. maintain a loghbook		
			e. be visible at all times		
			f. adhere to the policies of the school		
			Note: Security agency must submit proof of monthly remittances (Payment to SSS, PhilHealth, and PAG-IBIG of the security guard) and also submit a security plan for CY 2026		
TOTAL					
Purpose: Procurement of Security Services for San Vicente National High School					



Address: San Vicente, Baguio City
Contact Number: (074) 442-4562
Email Address: 305278@deped.gov.ph / svnationalhighschool@gmail.com
Facebook Page: DepEd Tayo San Vicente National High School



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

Canvassed by: _____

Signature over Printed Name of Supplier



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