



Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
 Schools Division of Baguio City

**DOÑA AURORA NATIONAL HIGH SCHOOL**

Upper Malvar St., Aurora Hill Proper, Baguio City

**REQUEST FOR QUOTATION**

Standard Form No.: SF-GOOD-60

Revised on: May 24, 2004

Standard Form Title: Request for Quotation

Supplier	_____	Requesting Unit: DANHS
Address:	_____	PR No.: 2026-03-012
Telephone No:	_____	Quotation No: 2026-03-014
E-mail:	_____	Date: 03/03/2026
Date received by the Supplier:	_____	ABC: ₱ 140,000.00

Please Quote your lowest price on the item/s listed below, 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 March 6, 2026

  
**NELLY B. BALANDI**  
 BAC Chairperson

**REQUIREMENTS:**

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Income/Business Tax Return (*if abc is more than 500,000*)
4. Omnibus Sworn Statement

**NOTES:**

- Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
  - ✓ Indicate brand and model of item offered.
  - ✓ Delivery period within 10 days after receipt of NTP
  - ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty	Unit	Item & Description	Unit Price	Total Price
1	1	pax	JANITORIAL SERVICES Period: May 2026 to December 2026 7:00 AM to 5:00PM with 1 hour break/ Monday to Saturday Payment terms: Check/monthly.  Qualification of personnel: 1. Must be visible at all times 2. Must adhere to policies of the school 3. Prefereably with experience in janitorial or utility services  Manpower services: 1. Show proof remittances/payment of contributions		
<b>TOTAL</b>					
Purpose: Procurement of Janitorial services of Doña Aurora NHS					

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

\_\_\_\_\_  
 Date/Telephone No.

Canvassed by:  
  
**LORENA S. SANCHEZ**  
 CANVASSER



**Address:** Upper Malvar Street, Aurora Hill, Baguio City  
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