



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
 SCHOOLS DIVISION OF BAGUIO CITY
 ROXAS NATIONAL HIGH SCHOOL

#87 NORTH STO. TOMAS RD., IMELDA MARCOS BARANGAY, BAGUIO CITY

REQUEST FOR QUOTATION

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

PR No.: **2026-006-04** _____
 Quotation No.: **26-06-04** _____
 Date: **June 2, 2026** _____
 ABC: **₱114,000.00** _____

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 **June 5, 2026**.

Labfayong
GAERLAN N. LABFAYONG

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 <u>15</u> Calendar Days. ✓ Price validity shall be for a period of <u>30</u> Calendar Days.
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Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	1	pax	UTILITY WORKER		
			Contract Period: July 1, 2026 – December 31, 2026		
			Schedule of Duty: Mondays to Fridays including legal and special holidays		
			Duty Hours: 7AM to 4PM		
			Utility Personnel must:		
			a. have at least 2 years experience;		
			b. maintain a logbook;		
			c. adhere to policies of the school;		
			d. be visible at all times;		
			e. for male utility, must possess basic carpentry skills		
			NOTE: Manpower Service provider for Janitorial Services must:		
			a. submit monthly proof of remittance/payment of SSS, Philhealth, Pag-IBIG, etc.		
			b. submit a utility plan from July 1, 2026 to December 31, 2026		
			-NOTHING FOLLOWS -		
TOTAL					

Purpose: **Procurement of Utility Services for Roxas National High School for the period of July 1, 2026 to December 31, 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

Canvassed by:

JUNAR O. REYES
 Canvasser



ROXAS NATIONAL HIGH SCHOOL
 #87 NORTH SANTO TOMAS RD., IMELDA MARCOS BRGY., BAGUIO CITY
 TELEPHONE NUMBER: (074) 620-9195
 EMAIL ADDRESS: roxasnhsbaguio@gmail.com