



Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
DISTRICT I
MANUEL L. QUEZON ELEMENTARY SCHOOL

REQUEST FOR QUOTATION

Standard Form No.: SF-GOOD-60
 Revised on: May 24, 2004
 Standard Form Title: Request for Quotation

Supplier: _____
 Address: _____
 Telephone No: _____
 e-mail: _____
 Date received by the Supplier: _____

Requesting Unit: Manuel L. Quezon ES
 PR No.: 2026-09-032
 Quotation No.: 2026-09-029
 Date: September 14, 2026
 ABC: ₱71,241.81

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 September 17, 2026.

NICOMEDES D. TABELIN

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 on <u>October 1, 2026</u> . ✓ Price validity shall be for a period of <u>30</u> Calendar Days.
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- **The bidder must bid for the entire one (1) lot.*
***All items must be delivered to the school.*
***Please indicate the brand of your offer.*
***For machines/equipment, please attach brochure/pictures.*

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	1	pax	SECURITY GUARD, from October 1 – December 31, 2026 Schedule of Duty: Mondays to Fridays including legal and special holidays Duty Hours: 6:00 AM – 6:00 PM Utility personnel must: a. be visible at all times b. adhere to policies of the school		



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Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
			c. possess basic maintenance and repair skills NOTE: Agency must submit monthly proof of remittance/payment of SSS, PhilHealth, and PAG-IBIG of the security personnel		
				TOTAL	
Purpose: Security services 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 (VAT/NONVAT)

Date/Telephone No.

Canvassed by: