



Republic of the Philippines
 Department of Education
 Region X – Northern Mindanao
DIVISION OF OZAMIZ CITY
 City of Ozamiz



IBJT Compound, Carangan, Ozamiz City
 Telephone (088) 545-0988 Fax No. (088) 545-0990
 Website: www.depedozamiz.net / Email: deped1miz@gmail.com

REQUEST FOR QUOTATION

Procuring	DepED, Division of Ozamiz City	RFQ No.:	2024-01-001
Office/End-	OZAMIZ CITY CENTRAL SCHOOL	PR No.	2024-01-001
Purpose:	Purchase for Security Services	Date:	January 03, 2024

TERMS and CONDITIONS:

- All entries must be typewritten or legibly written.
- Delivery period is within _____ days from date of receipt of Purchase Order (PO).
- Avoid quoting if stocks are not available within the period stipulated.
- Warranty shall be for a minimum of three (3) months for supplies and materials from date of acceptance by the end-user.
- Price validity shall be for a period of sixty (60) calendar days.
- Bidders shall submit original brochures showing certifications of the product, if applicable.
- Failure to print name and/or signature of authorized representative shall disqualify the supplier from participating the bidding process.
- Failure to deliver within the stipulated delivery period shall subject the supplier to a penalty or liquidated damages of 1/10 1% per day of delay on items not delivered.

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated above and submit your quotation duly signed by your representative not later than 2 days after the receipt of this document.

Very truly yours,

JOBI L. VIRTUDES
 BAC CHAIRMAN

Company Name:	
Address:	
Telephone No./ Fax No.	

Item No.	QTY	Unit	Items and Description	ABC	Bidder's Brand	Unit Price	Total Price
1	1	unit	Security Services for 12 months (January to December 2024); Security Guard will render 8 hours of duty from Monday to Sundays, inclusive of holidays, wears appropriate uniform for security guard, carry licensed short firearm and perform duties stipulated in the contract	192,000.00			
*** Nothing Follows ***							
TOTAL				192,000.00			

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

- Note:**
- Amount Below Php 50,000.00
 - * please attach MAYOR'S BUSINESS PERMIT (photocopy only)
 - Amount Above Php 50,000.00
 - * please attach MAYOR'S BUSINESS PERMIT (photocopy only)
 - * Omnibus Sworn Statement (photocopy only)
 - * Latest Income Business Return (photocopy only)

 Signature Over Printed Name / Date