



"Beyond Providing Water..."

Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur


**REQUEST FOR QUOTATION**

Date: \_\_\_\_\_

Name of Establishment: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Number: \_\_\_\_\_

Sir,

Please quote your price at the spaces hereunder corresponding to the articles called for under **Purchase Request No. 2023-07-0137** dated **June 22, 2023** to be picked-up within **15 calendar days from the receipt of Purchase Order.**

  
**IVY P. DOLIGUEZ**  
BAC Chairperson

ITEM NO.	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	3	REAM	RISO PRINTING NSC FORM Long Size Bondpaper Sub 20 gray colored print back to back print		
2	1	REAM	RISO PRINTING ACCT CLEARANCE FORM Long Size Bondpaper Sub 16 Gray colored print To be cut in to 3 with padding		
3	1	REAM	RISO PRINTING PROCESO SA PAGPATAUD UG TUBIG FORM Long Size Bondpaper Sub 16 Gray Colored print To be cut in to 2 with padding		
4	1	REAM	RISO PRINTING NSC REQUIREMENTS FORM Long Size Bondpaper Sub 16 Gray Colored Print To be cut in to 2 with padding		
<b>TOTAL</b>					



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Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_

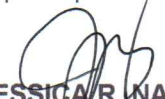
Sir,

Please quote your price at the spaces hereunder corresponding to the articles called for under **Purchase Request No. 2023-07-0137** dated **June 22, 2023** to be picked-up within **15 calendar days from the receipt of Purchase Order.**

  
IVY P. DOLIGUEZ  
BAC Chairperson

ITEM NO.	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
<b>TOTAL</b>					

I HEREBY CERTIFY that the above-listed articles are actually carried on stock by me and that the prices quoted are hereby specified. The terms and conditions of this call are hereby accepted. Time for delivery / pick up is within \_\_\_\_\_ ( ) calendar days from receipt of the Purchase Order.

  
JESSICA R. NARIT  
Canvasser

\_\_\_\_\_  
**NAME & SIGNATURE OF BIDDER/DEALER**  
  
\_\_\_\_\_  
Nationality



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 San Francisco, Agusan del Sur

**ACCOUNT CLEARANCE**

(For NSC, Change Name, Reopen & Transfer Tapping)

Applicant's Name: \_\_\_\_\_

**EXISTING CONNECTION**

Under the same Name? Yes  No

Under Spouse Name? (if any) Yes  No

Concode	Registered Name	Status	Location	Outstanding Balance (if inactive)

**NAME OR BUILDING/PROPERTY**

Under the same name/property with outstanding balance as inactive connection? Yes  No

Old Concode	Registered Name	Location	Outstanding Balance (if inactive)	Remarks

**REMARKS**

Evaluated by:

J. Paniza \_\_\_\_\_  
 J. Jumalon \_\_\_\_\_  
 J. Herais \_\_\_\_\_  
 J. Magbanua \_\_\_\_\_  
 C. Robles \_\_\_\_\_

L. Martinez \_\_\_\_\_  
 B. Layno \_\_\_\_\_  
 J. Benguillo \_\_\_\_\_  
 Borromeo \_\_\_\_\_

Date Cleared: \_\_\_\_\_

128-375-5851

**G TUBIG**

taud ug tubig lakip na ang

**SA PATAUDAN UG TUBIG**

n tanan gipangayo nga

ection counter; ang mga

ug tubig lakip na ang

mga pirma sa mga angay

tion in-charge alang sa

**Orientation-Seminar.**

Magdala ug valid ID

mag bayad sa angay

**Consumer's Area of**

lapat ready na nga e-

e kung ready na ang

ibility ug po-pwede

ollow up, manawag

g koneksyon. Under

linya sa Buhatan)

If the way:

- Photocopy of valid ID or Brgy. Certification (if no valid ID)
- Photocopy of latest Cedula
- Brgy. Authorization with seal (allowing applicant to apply/install water connection whose house/building is located within either road right of way/relocation/brgy. Site/river bank, etc.)
- Photocopy of valid ID of the Brgy. Captain
- Signature of Brgy. Captain in the application form

**If the property is Municipal owned:**

- Photocopy of valid ID or Brgy. Certification (if no valid ID)
- Photocopy of latest Cedula
- Formal Authorization Letter from the concerned agency
- Photocopy of valid ID of the person who authorized

With additional documents required (if any):

- Xerox of Deed of sale
- Xerox of Extrajudicial partition between Heirs
- PAGTUGOT from: \_\_\_\_\_
- Xerox Valid IDs of authorizing person/s



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San Francisco, Agusan del Sur

DATE RECEIVED: \_\_\_\_\_  
FOLLOW-UP DATE: \_\_\_\_\_  
CONCODE: \_\_\_\_\_  
METER NO. \_\_\_\_\_

**WATER SERVICE CONNECTION APPLICATION FORM**

TYPE OF APPLICATION		<input type="checkbox"/> NEW	<input type="checkbox"/> ADDITIONAL
<b>PERSONAL INFORMATION</b>			
NAME:			
AGE:	SEX:	CIVIL STATUS:	SOURCE OF INCOME
BIRTHDATE:	OCCUPATION		CONTACT NO.
ADDRESS:			
<b>IF MARRIED:</b>			
NAME OF SPOUSE:		OCCUPATION:	
<b>IF EMPLOYED:</b>			
NAME OF EMPLOYER:			
<b>IF BUSINESS</b>			
TYPE OF BUSINESS		BUSINESS NAME:	
<b>WATER SERVICE CONNECTION APPLICATION DETAILS</b>			
LOCATION:			
USAGE OF WATER:	<input type="checkbox"/> Res./Gov't	<input type="checkbox"/> Business, Pls. Specify	
NO. OF BLDG. STOREY	NO. OF USERS:	NO. OF SEPTIC TANK	NO. OF CR:
YRS. SEPTIC TANK ESTABLISHED		NO. OF CHAMBERS IN THE SEPTIC TANK	
<b>PROPERTY OWNERSHIP DETAILS</b>			
<b>LOT PROPERTY:</b>	<input type="checkbox"/>	OWNED	
<b>IF NOT:</b>	NAME OF OWNER		
	RELATIONSHIP WITH THE OWNER		
<b>BUILDING PROPERTY:</b>	<input type="checkbox"/>	OWNED	
<b>IF NOT:</b>	NAME OF OWNER		
	RELATIONSHIP WITH THE OWNER		
<b>IF NOT THE OWNER OF LOT AND OR BUILDING</b>			
<b>AUTHORIZATION</b>			
Ako, nagatugot sa Aplikante niining Water Service Connection nga mahimong patauran og koneksyon sa tubig sa akong building/balay/lot/yuta. Akong pagabayaran ang water bill sa aplikante sa panahon nga siya permanente na nga mubiya o muhawa sa akong propiedad.			
<i>(The undersigned hereby authorized the Water Service Connection Applicant to apply water service connection on my building/house/lot. I also understand that I am accountable for any outstanding balances of the Applicant in case he/she will permanently vacate my property)</i>			
_____ Pangalan ug Pirma (Printed Name and Signature)		Date:	
<b>CERTIFICATION</b>			
I hereby CERTIFY that the information stated herein are true and correct to the best of my knowledge. It is also understood that I am willing to adhere to the procedures, rules, and policies set forth by the San Francisco Water District relating to Water Service Connection Application and the Water Service Contract, that I shall be signing once my application is approved.			
_____ Pangalan ug Pirma (Printed Name and Signature)		Date:	



## PROSESO SA PAGPATAUD UG TUBIG

1. Mangayo ug listahan sa requirements sa pagpataud ug tubig lakip na ang Water Service Connection Application Form.

**NOTE: NO PROXY- ANG TAG-IYA SA BALAY NGA PATAUDAN UG TUBIG MAO ANG MO APLAY)**

2. Fill-upan ang form, duha ka kopya. **Tubagon tanan gipangayo nga impormasyon (walay bakantehan).**
3. E submit tanan requirements sa **New Service Connection counter**; ang mga nakalista na angay nimo e-comply sa pagpataud ug tubig lakip na ang application form nga imo nang na fill upan ug nana mga pirma sa mga angay mamirma niini.
4. **Mag hulat nga tawagan ka** sa New Service Connection in-charge alang sa resulta sa inspection ug kung **kanus-a kamo attend sa Orientation- Seminar.**
5. Mo attend sa naka-iskedyul nga orientation-seminar. Magdala ug valid ID alang sa verification.
6. Magparehistro sa New Service Connection Counter ug mag bayad sa angay bayadan.
7. **Mo palit ug mag-prepare sa mga materyales sulod sa Consumer's Area of Responsibility** sama sa hose (pipe) ug uban pa ug kini dapat ready na nga e-sumpay sa metrohan sa Water District.
8. **Manawag sa New Connection/Customer Service Hotline** kung ready na ang tanan materyales sulod sa Consumer's Area of Responsibility ug po-pwede nang iinstalar ang imong metrohan.
9. Mag hulat kung kanus-a ma taudan sa inyong area. For follow up, manawag sa Customer Service para mahibaw-an ang status sa imong koneksyon. *Under normal condition (kung walay mga dako nga mga leaks sa linya sa Buhatan) ma taudan ka sulod sa 2-7 working days.*

Alang sa mga pangutana, tawag sa: **NEW CONNECTION HOTLINE NO. [0928-375-5851](tel:0928-375-5851)**

