



**Republic of the Philippines**  
**Department of Education**  
**REGION IV-A CALABARZON**  
**CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS**

**REQUEST FOR QUOTATION (RFQ)**

<div style="border-bottom: 1px solid black; padding-bottom: 5px; margin-bottom: 10px;">Name of Company</div> <div style="border-bottom: 1px solid black; padding-bottom: 5px;">Complete Company Address</div>	<div style="margin-bottom: 5px;">Date: _____</div> <div style="margin-bottom: 5px;">RFQ No.: <u>22-07-087</u></div> <div style="margin-bottom: 5px;">PR No.: <u>2022-07-0169</u></div> <div style="margin-bottom: 5px;">ABC: ₱ <u>51,190.00</u></div> <div style="margin-bottom: 5px;">PHILGEPS Ref. No.: <u>8821677</u></div>
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**To Whom It May Concern:**

Please quote your lowest price/s on the lot or item/s below, subject to General Conditions indicated herein, stating the shortest time of delivery and submit your quotation duly signed by your official representative not later than July 12, 2022 at 10:00 am to the address listed above.

**GENERAL CONDITIONS**

**ANTONIO P. FAUSTINO JR.**  
BAC Chairperson

1. All entries must be typewritten and legible;
2. Bidders must submit certificate of PHILGEPS Registration; or
3. Bidders must submit necessary business permits (SEC, LGU, DTI, CDA, etc.);
4. Place this RFQ in a sealed envelope and type the following details on the face of the envelope:

*Your Company Name*

RFQ No.: \_\_\_\_\_

PR No.: \_\_\_\_\_

PHILGEPS Reference No.: \_\_\_\_\_

5. Delivery period must be at least within seven (7) calendar days upon receipt of the Notice of Award (indicated the days of delivery in the Bidder's Certificate)
6. Item/s delivered must have warranties for unit replacements, parts, labor or other services;
7. Price validity shall be for a period of three (3) months;
8. Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC);
9. Transaction with City School Division of Tayabas shall mean compliance by the winning bidder with the bid and delivery requirements before the issuance of check payment;
10. Failure to comply with these conditions shall mean disqualification of your bid proposal.

PLEASE QUOTE: **PER LOT / PER ITEM**

PLEASE QUOTE: PER LOT / PER ITEM				SUPPLIER/CONTRACTOR/CONSULTANT'S PROPOSAL BOX			
ITEM NO.	ITEM DESCRIPTION (Item Name & Technical Specifications)	QTY.	UNIT	FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL (Indicate Brand/Model Offer)	
SUPPLIES				Unit Price	Total Price	Yes	No
	Car Air Freshener (cont. net 42g)	10	can				
	Bathroom Deodorizer with holder	50	pc				
	Dishwashing Liquid Refill 600ml	60	sachet				
	Furniture Polish 300ml	60	btl				
	Broom, soft (walis tambo)	10	pc				
TOTAL							



Brgy. Poto, Tayabas City

(042) 710-0329 or (042) 785-9615

tayabas.city@deped.gov.ph

<https://depedtayabas.com/>



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<b>SUPPLIES</b>				<b>Unit Price</b>	<b>Total Price</b>	<b>Yes</b>	<b>No</b>
Date of Event							
Purpose		Procurement of GSU supplies for official use.					

**SUPPLIER/CONTRACTOR/CONSULTANTS CERTIFICATION**

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at price/s noted above for immediate delivery and shipment which can be made in \_\_\_\_\_ days from receipts of the Notice of Award.

**CANVASSER'S CERTIFICATION**

This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation (RFQ) in accordance to the guidelines in securing prices for the City Schools Division of Tayabas.

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Company Tel./Fax/Mobile No.

\_\_\_\_\_  
Company Tax Identification No. (TIN)

\_\_\_\_\_  
Date



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