



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

**REQUEST FOR QUOTATION (RFQ)**

<p>_____  <b>Name of Company</b></p> <p>_____  <b>Complete Company Address</b></p>	<p><b>Date:</b> _____</p> <p><b>RFQ No.:</b> <u>22-08-124</u></p> <p><b>PR No.:</b> <u>2022-08-221</u></p> <p><b>ABC:</b> <u>P 103,630.00</u></p> <p><b>PHILGEPS Ref. No.:</b> <u>9028474</u></p>
--	---

**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 September 21, 2022 at 9:00 am to the address listed above.

**GENERAL CONDITIONS**

- All entries must be typewritten and legible;
- Bidders must submit certificate of PHILGEPS Registration; or
- Bidders must submit necessary business permits (SEC, LGU, DTL, CDA, etc.);
- 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.: \_\_\_\_\_

- 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)
- Item/s delivered must have warranties for unit replacements, parts, labor or other services;
- Price validity shall be for a period of three (3) months;
- Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC);
- 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;
- Failure to comply with these conditions shall mean disqualification of your bid proposal.

*ANTONIO T. FAUSTINO JR.*  
 BAC Chairperson

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)	
				Unit Price	Total Price	Yes	No
1	Sodium Ascorbate, Zinc Sulfate Monohydrate 500mg/10mg Film-Coated Tablet (100pcs per box, Vitamin C plus Zinc)	101	box				
2	Mefenamic Acid 500mg film coated tablet 100pcs/box	1	box				
3	Benzylamine HCl Lozenges 8pcs/box	3	box				
4	Menthol Crystal Methyl Salicylate Eucalyptus Oil 2.5ml x 12's size no. 4	1	box				
5	Hydrogen Peroxide 3% Solution Antiseptic/Disinfectant 60ml	9	bottle				
	Preference: -preferably branded -at least 2-3years expiration from the date of delivery						
<b>TOTAL</b>							
Date of Event			N/A				
Purpose			PROCUREMENT OF MEDICINE AND SUPPLIES FOR COVID-19 MITIGATION - MEDICINE				

**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 receipt 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



Brgy. Poto, Tayabas City

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



tayabas.city@deped.gov.ph

https://depedtayabas.com/