



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

REQUEST FOR QUOTATION (RFQ)

Name of Company	Date: July 21, 2025
	RFQ No.: 2025-07-109
	PR No.: 2025-07-0109
Complete Company Address	ABC: P 10,000.00
	PHILGEPS Ref. No.: N/A

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 30, 2025** at **9:00 am** to the address listed above.

GENERAL CONDITIONS

- All entries must be typewritten and legible;
- Bidders must submit the following eligibility requirements:
 - PHILGEPS Registration Certificate
 - DTI or SEC
 - Mayor's/Business Permit
 - Income/Business Tax Clearance
- Place this RFQ in a sealed envelope and type the following details on the face of the envelope:

Your Company Name
RFQ No.: 2025-07-109
PR No.: 2025-07-0109
PHILGEPS Reference No.: N/A

- 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
- Transaction with City School Division of Tayabas shall mean compliance by the winning bidder with the bid and delivery
- Failure to comply with these conditions shall mean disqualification of your bid proposal.

HERBERT D. PEREZ
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)	
Request For Quotation for the Procurement of Supplies for 2025 Disaster Risk Reduction and Management (DRRM) Youth Camp and Rescue-lympics (Activity Request#AR-2025-D6473-00063)				Unit Price	Total Price	Yes	No
1	Fire Extinguisher Regular, dry chemical (10lbs)	1	pcs				
2	Construction Gloves (Rubber Gloves Palm Coated, Good Quality Thick Cotton Gloves, Lightweight)	20	pcs				
3	PVC/ Plastic Cement Pail for Construction / Timba (7"x10")	12	pcs				
4	Gold Trophy, Set of 3, Preferred sizes: minimum for each rank - 1st: 27 cm, 2nd: 24 cm, 3rd: 20 cm, Material: Plastic, Preferred Design Style: Universal Please see attached sample for reference	3	set				
5	Acrylic Plaque with Plastic/Wood Base, For Muse and Escort Pageant Awards, Preferred Sizes: more than 10 inch, Preferred Design in line with Ecosaver Theme, Please see attached sample	2	pcs				
6	Epson Ink 003 Black	1	pcs				
7	Certificate Holder/Jacket, A4, Plastic	1	pcs				
TOTAL							

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)	
Request For Quotation for the Procurement of Supplies for 2025 Disaster Risk Reduction and Management (DRRM) Youth Camp and Rescue-lympics (Activity Request#AR-2025-D6473-00063)				Unit Price	Total Price	Yes	No
Date of Event		August 8-9, 2025					
Purpose		Procurement of Supplies for 2025 Disaster Risk Reduction and Management (DRRM) Youth Camp and Rescue-lympics					

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