



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 22, 2025
	RFQ No.: 2025-07-111
	PR No.: 2025-07-0111
Complete Company Address	ABC: P 94,500.00
	PHILGEPS Ref. No.: 12252392

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.: 2025-07-111
PR No.: 2025-07-0111
PHILGEPS Reference No.: 12252392

- 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**

PLEASE QUOTE: PER LOT / PER ITEM				SUPPLIER/CONTRACTOR/CONSULTANT'S PROPOSAL BOX			
ITEM NO.	ITEM DESCRIPTION <i>(Item Name & Technical Specifications)</i>	QTY.	UNIT	FINANCIAL PROPOSAL <i>(Indicate the Price Offer)</i>		TECHNICAL PROPOSAL <i>(Indicate Brand/ Model Offer)</i>	
Request For Quotation for the Procurement of Food and Venue for the Capacity Building on the Implementation of Water, Sanitation, and Hygiene in Schools (WinS) Program (Activity Request#)				Unit Price	Total Price	Yes	No
1	Day 1: Am Snack Canton Sotanghon, Turon, Juice	50	pax				
2	Day 1: Lunch Egg drop soup, Steamed Rice, Chicken Fillet with Tartar Sauce, Pork Kaldereta, Fruits in season, Bottled water	50	pax				
3	Day 1: PM Snack Clubhouse Sandwich, Kamote Fries, Juice in Can	50	pax				
	Day 2 : Am Snack Spaghetti, Puto, Juice	85	pax				
	Day 2: Lunch Tinola soup, Steamed Rice, Lechon Kawali, Vegetable Kare Kare, Coffee Jelly, Bottled Water	85	pax				
	Day 2 Pm Snack Cheeseburger, French fries, Juice in Can	85	pax				

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Request For Quotation for the Procurement of Food and Venue for the Capacity Building on the Implementation of Water, Sanitation, and Hygiene in Schools (WinS) Program (Activity Request#)				Unit Price	Total Price	Yes	No
	INCLUSIONS: Air-conditioned venue for plenary and workshop Day 1-50 pax, Day 2 - 85 pax capacity), sound system, LCD overhead projector, projector screen, movable tables for group workshop, with High-Speed Internet Connection, coffee table with coffee, sugar and creamer, water dispenser with supply of water, Buffer for Day 1 - 4 pax Buffer for Day 2 -5 pax						
TOTAL							
Date of Event		August 7-8, 2025					
Purpose		Procurement of Foods for the Capacity Building on the Implementation of Water, Sanitation, and Hygiene in Schools (WinS) Program					

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