



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

**REQUEST FOR QUOTATION (RFQ)**

<b>Name of Company</b>	<b>Date:</b> <u>October 28, 2025</u>
<b>Complete Company Address</b>	<b>RFQ No.:</b> <u>2025-10-190</u>
	<b>PR No.:</b> <u>2025-10-0190</u>
	<b>ABC:</b> <u>P 54,900.00</u>
	<b>PHILGEPS Ref. No.:</b> <u>12534974</u>

**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 November 3, 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.: 2025-10-190**  
**PR No.: 2025-10-0190**  
**PHILGEPS Reference No.: 12534974**

- 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 (Item Name & Technical Specifications)	QTY.	UNIT	FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL (Indicate Brand/ Model Offer)	
				Unit Price	Total Price	Yes	No
Request For Quotation for the Supply and Delivery of Foods for the 2025 City Division Athletic Association Meet (Activity Request#AR-2025-SARO-SGOD-PRO-043)							
1	Solidarity Meeting PM snacks: canton sotanghon, 2pcs kutsinta, bottled water	320	pax				
2	Snacks during post evaluation meeting : tamis anghang chami, 2pcs puto, bottled water	50	pax				
3	Day 3 AM snacks: spaghetti, toasted bread, water	25	pax				
4	Day 3 Lunch: pinakbet, fried chicken, rice, maja blanca slice	25	pax				
5	Day 3 PM snacks: large empanada with fresh calamansi juice	25	pax				
	Inclusion: delivery to the playing venue and buffer for 5 pax during solidarity meeting and 1 buffer pax during the Day 3 activity						
TOTAL							
Date of Event		November 06-08, 2025					
Purpose		Supply and Delivery of Foods for the 2025 City Division Athletic Association Meet					

PLEASE QUOTE: <b>PER LOT / PER ITEM</b>				<b>SUPPLIER/CONTRACTOR/CONSULTANT'S PROPOSAL BOX</b>			
<b>ITEM NO.</b>	<b>ITEM DESCRIPTION</b> (Item Name & Technical Specifications)	<b>QTY.</b>	<b>UNIT</b>	<b>FINANCIAL PROPOSAL</b> (Indicate the Price Offer)		<b>TECHNICAL PROPOSAL</b> (Indicate Brand/ Model Offer)	
<b>Request For Quotation for the Supply and Delivery of Foods for the 2025 City Division Athletic Association Meet (Activity Request#AR-2025-SARO-SGOD-PRO-043)</b>				<b>Unit Price</b>	<b>Total Price</b>	<b>Yes</b>	<b>No</b>

**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