

Republic of the Philippines

Department of Education

REGION IV- A CALABARZON CITY SCHOOLS DIVISION OF CITY OF TAYABAS

REQUEST FOR QUOTATION (RFQ)					
	Date:		October 29, 2025		
Name of Company	RFQ No.:		2025-10-193		
	PR No.:		2025-10-0193		
	ABC:	P	204,000.00		

PHILGEPS Ref. No.:

12541164

HERBERT D. PEREZ

AC Chairperson

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 9:30 am to the address lifted above.

GENERAL CONDITIONS

- 1. All entries must be typewritten and legible;
- 2. Bidders must submit the following eligibility requirements:

Complete Company Address

- a. PHILGEPS Registration Certificate
- b. DTI or SEC
- c. Mayor's/Business Permit
- d. Income/Business Tax Clearance
- 3. Place this RFQ in a sealed envelope and type the following details on the face of the envelope:

Your Company Name RFQ No.: 2025-10-193 PR No.: 2025-10-0193 PHILGEPS Reference No.: 12541164

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

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)	
Acco Admini	Request For Quotation for the Procurement of Foods and Accommodations for the Conduct of Division Orientation on the Administration and Utilization of the Rapid Mathematics Assessment: Development of Intervention and Enrichment Materials (Activity Request#2025-SARO-CID-PRO-013)		Unit Price	Total Price	Yes	No	
1	Day 1 buffet breakfast: rice, scrambled egg, 2 viands, fresh fruits, hot chocolate/coffee/tea	34	pax				
2	Day 1 am plate snack: pasta, juice and lemon water	34	pax				
3	Day 1 buffet lunch: soup, vegetables, 2 viands (meat and fish), rice, dessert, juice & lemon water	34	pax				
4	Day 1 pm plated snack: sandwich, juice & lemon water	34	pax				
5	Day 1 buffet dinner: soup, vegetables, 2 viands (meat and fish), rice, dessert, juice & lemon water	34	pax				
6	Day 2 buffet breakfast: rice, scrambled eggs, 2 viands, fresh fruits, hot chocolate/coffee/tea	34	pax				
7	Day 2 am plated snack: sandwich, juice & lemon water	34	pax				
8	Day 2 buffet lunch: soup, vegetables, 2 viands (meat and fish), rice, dessert, juice & lemon water	34	pax				
9	Day 2 pm snack: pasta, juice & lemon water	34	pax				
10	Day 2 buffet dinner: soup, vegetables, 2 viands (meat and fish), rice, dessert, juice & lemon water	34	pax				







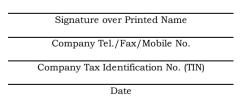
Address: Brgy. Potol, Tayabas City **Telephone No.:** (042) 785-9615

Email Address: tayabas.city@deped.gov.ph **Website:** https://www.sdotayabascity.ph

PLEASE QUOTE: PER LOT / PER ITEM			SUPPLIER/CONTRACTOR/CONSULTANT'S PROPOSAL BOX				
ITEM	ITEM DESCRIPTION	OTY.	UNIT	FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL (Indicate Brand/Model Offer)	
NO.	(Item Name & Technical Specifications)	QII.	UNII				
Acco	Request For Quotation for the Procurement ommodations for the Conduct of Division estration and Utilization of the Rapid Mar elopment of Intervention and Enrichmen Request#2025-SARO-CID-PRO	Orientation Thematics A Materials	on on the Assessment:	Unit Price	Total Price	Yes	No
11	Day 3 buffet breakfast: rice, scrambled eggs, 2 viands, fresh fruits, hot chocolate/coffee/tea	34	pax				
12	Day 3 am plate snack: pasta, juice & lemon water	34	pax				
13	Day 3 buffet lunch: soup, vegetables, 2 viands (meat and fish), rice, dessert, juice & lemon water	34	pax				
14	Day 3 pm plated snack: sandwich, juice & lemon water	34	pax				
15	Accommodation (INCLUSIONS): Day 1-3: Free use of fully Air- conditioned venue, complete set-up of sound system with PA, 3-4 sets wireless microphones, whiteboard with markers, pads and pen, Philippine Flag/ National Anthem Song, Podium, 2 sets of LCD overhead projector with widescreen, extension cords, flipchart with standee, CD/DVD Player, tables, chairs, free unlimited strong Wi-Fi connection for 34 persons (lobby lounge, training hall and bedroom), free flowing coffee with supply of sugar, creamer, tea, chocolate, candies, and mints during conference proper, water dispenser with overflowing supply of water, No extra charge for electricity of laptops of all participants, free use of safety deposit box, free use of spacious parking lot, 3x9 and 6x8 Welcome Streamer, free use of swimming pool from 8:00 am - 10:00 pm.	68	pax				
	TOTAL						
	Date of Event	Novembe	er 06- 08, 20	25			
	Purpose	the Admi	nistration an		tions for the Cond he Rapid Mathen als		

SUPPLIER/CONTRACTOR/CONSULTANTS CERTIFICATION

Atter 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.









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