



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: December 02, 2025
	RFQ No.: 2025-12-226
	PR No.: 2025-12-0226
Complete Company Address	ABC: P 56,000.00
	PHILGEPS Ref. No.: 12655587

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 **December 9, 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.: 2025-12-226
PR No.: 2025-12-0226
PHILGEPS Reference No.: 12655587

- 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 Foods for the Fourth Quarter Division Program Implementation Review and Performance Assessment (PIRPA) for CY 2025 (Activity Request#)				Unit Price	Total Price	Yes	No
1	DAY 1 AM SNACKS Arroz caldo with 1 whole egg, sinukmani	50	pax				
2	LUNCH Beef Broccoli, Baby back ribs, Chicken fillet, rice, crab and corn soup, banana, Pineapple juice	50	pax				
3	PM SNACKS spaghetti, cheese burger, mango juice in can	50	pax				
4	DAY 2 AM SNACKS Sopas with 1 whole egg, puto (2 pcs)	30	pax				
5	LUNCH Sinigang na sugpo, hardinera, rice, buko juice, leche flan	30	pax				
6	PM SNACKS Pancit habhab, siopao (asado) and Juice in can	30	pax				

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 Foods for the Fourth Quarter Division Program Implementation Review and Performance Assessment (PIRPA) for CY 2025 (Activity Request#)				Unit Price	Total Price	Yes	No
7	INCLUSIONS: Day 1: Air-conditioned venue for plenary, 4 small rooms for break-out sessions, sound system, LCD overhead projector, projector screen, coffee table with overflowing supply of coffee, sugar and creamer, water dispenser with overflowing supply of water, buffer for 3 pax Day 2: Air-conditioned venue, sound system, LCD overhead projector, projector screen, coffee table with overflowing supply of coffee, sugar and creamer, water dispenser with overflowing supply of water, buffer for 2 pax						
TOTAL							
Date of Event		December 11-12, 2025					
Purpose		Procurement of Foods for the Fourth Quarter Division Program Implementation Review and Performance Assessment (PIRPA) for CY 2025					

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