



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>	Date: <b>December 12, 2025</b>
	RFQ No.: <b>2025-12-234</b>
	PR No.: <b>2025-12-0234</b>
<b>Complete Company Address</b>	ABC: <b>P 76,860.00</b>
	PHILGEPS Ref. No.: <b>12690496</b>

**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 18, 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.: 2025-12-234**  
**PR No.: 2025-12-0234**  
**PHILGEPS Reference No.: 12690496**

- 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: <b>PER LOT / PER ITEM</b>				<b>SUPPLIER/CONTRACTOR/CONSULTANT'S PROPOSAL BOX</b>			
ITEM NO.	ITEM DESCRIPTION (Item Name & Technical Specifications)	QTY.	UNIT	<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 Capacity Building for Sports Club Facilitators on the Teaching of Sport-Specific Skill (Activity Request#AR-2025-SARO-SGOD-PRO-053)</b>				Unit Price	Total Price	Yes	No
1	Day 1 AM snacks: tamis anghang pansit, kamote fries and bottled water	61	pax				
2	lunch: buffalo chicken, buttered mixed veggies, rice, fruit in season, bottled Water	61	pax				
3	PM snacks: creamy carbonara, puto and iced tea	61	pax				
4	Day 2 AM. snacks: lumpiang ubod sariwa and bottled water	61	pax				
5	Lunch: pork barbeque, cabbage in oyster sauce, rice, coffee jelly, bottled Water	61	pax				
6	PM snacks: empanada and cucumber lemonade	61	pax				
7	Day 3 AM snacks: chami, kutsinta, bottled water	61	pax				
8	Lunch: fried tilapia, stir fried beans sprout and sayote with tofu, rice, water, fruit in season	61	pax				
9	PM Snacks: canton sotanghon, pitchi-pitchi, bottled water	61	pax				
	Inclusion: food delivery to the venue, buffer for 5 pax						
<b>TOTAL</b>							
Date of Event		<b>December 2025 (may be subject to changes on the actual date of conduct)</b>					
Purpose		<b>Supply and Delivery of Foods for the Capacity Building for Sports Club Facilitators on the Teaching of Sport-Specific Skill</b>					

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 Capacity Building for Sports Club Facilitators on the Teaching of Sport-Specific Skill (Activity Request#AR-2025-SARO-SGOD-PRO-053)</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