



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> February 2, 2026
	<b>RFQ No.:</b> 2026-02-05
	<b>PR No.:</b> 2026-02-005
<b>Complete Company Address</b>	<b>ABC:</b> ₱ 31,500.00
	<b>PHILGEPS Ref. No.:</b> N/A

**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 February 5, 2026 at 9:00 am to the address listed above.

**HERBERT D. PEREZ**  
 BAC Chairperson

**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.: 2026-02-05**  
**PR No.: 2026-02-005**  
**PHILGEPS Reference No.: N/A**
- Delivery period must be at least within 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 (ABC);
- Transaction with City School Division of Tayabas shall mean compliance by the winning bidder with the bid and delivery requirements
- 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)		
				Unit Price	Total Price	Yes	No	Offered Brand/Model
<b>Request For Quotation for the Procurement of Foods for the Conduct of First Quarter Meetin on School-Based Feeding Program and othe</b>								
1	Day 1   AM Snacks   Pancit Lucban (chicken only no shrimp & pork) Cheesy Ensaymada Sago at Gulaman	45	pax					
2	Lunch   Rice Beef Caldereta Buttered Mixed Vegetable Molo Soup Mango Sago	45	pax					
3	PM Snacks   Beef Cheeseburger with fries Four Season Juice in Can	45	pax					
4	Inclusions:   Air-conditioned venue for plenary and workshop (45 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 4 pax.							
<b>TOTAL</b>								
Date of Event		<b>February 6, 2026</b>						
Purpose		<b>Procurement of Foods for the Conduct of First Quarter Meetin on School-Based Feeding Program and othe OK sa DEPED Programs</b>						



**Address:** Brgy. Potol, Tayabas City  
**Telephone No.:** (042) 785-9615  
**Email Address:** tayabas.city@deped.gov.ph  
**Website:** https://www.sdotayabascity.ph

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> <i>(Indicate the Price Offer)</i>		<b>TECHNICAL PROPOSAL</b> <i>(Indicate Brand/Model Offer)</i>		
<b>Request For Quotation for the Procurement of Foods for the Conduct of First Quarter Meetin on School-Based Feeding Program and othe</b>				<b>Unit Price</b>	<b>Total Price</b>	<b>Yes</b>	<b>No</b>	<b>Offered Brand/Model</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.*

<b>CANVASSER'S CERTIFICATION</b>
<p><i>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.</i></p> <p>_____</p> <p>Authorized Representative</p>

_____	Signature over Printed Name
_____	Company Tel./Fax/Mobile No.
_____	Company Tax Identification No. (TIN)
_____	Date



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