



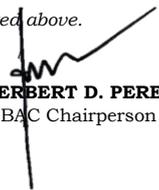
Republic of the Philippines
Department of Education
 REGION IV- A CALABARZON
 CITY SCHOOLS DIVISION OF CITY OF TAYABAS

REQUEST FOR QUOTATION (RFQ)

Name of Company	Date: <u>February 20, 2026</u>
	RFQ No.: <u>2026-02-019</u>
	PR No.: <u>2026-02-0019</u>
Complete Company Address	ABC: <u>₱ 42,000.00</u>
	PHILGEPS Ref. No.: <u>N/A</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 February 25, 2026 at 9:00 am to the address listed above.


HERBERT D. PEREZ
 BAC Chairperson

GENERAL CONDITIONS

1. All entries must be typewritten and legible;
2. Bidders must submit the following eligibility requirements:
 - 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.: 2026-02-019
PR No.: 2026-02-0019
PHILGEPS Reference No.: N/A
4. 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)
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 (ABC);
8. Transaction with City School Division of Tayabas shall mean compliance by the winning bidder with the bid and delivery requirements
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)		
				Unit Price	Total Price	Yes	No	Offered Brand/Model
Request For Quotation for the Procurement of Foods for the Training-Workshop of Non-Teaching Personnel for Office Innovation for Improved Service Delivery								
1	Day 1 AM Snacks Palabok, empanada, cucumber juice	30	pax					
2	Lunch Steamed rice, grilled chicken, lumpiang shanghai, chopsuey, crab and corn soup, fresh fruits	30	pax					
3	PM Snacks hamburger and fries, juice in can	30	pax					
4	Day 2 AM Snacks spaghetti, garlic bread, juice	30	pax					
5	Lunch steamed rice, relyenong bangus, pork adobo, stir fry vegetable, leche flan	30	pax					
6	PM Snacks potato salad, banana cake, juice in can	30	pax					
7	Inclusions: Session room good for 35 pax, sound system, projector with projector screen, strong wifi connection, supply of coffee, sugar and creamer, buffer for 2 pax, token for 2 speakers							
TOTAL								



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 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 Training-Workshop of Non-Teaching Personnel for Office Innovation for Improved Service Delivery				Unit Price	Total Price	Yes	No	Offered Brand/Model
Date of Event		March 3-4, 2026						
Purpose		Procurement of Foods for the Training-Workshop of Non-Teaching Personnel for Office Innovation for Improved Service Delivery						

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



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Website: https://www.sdotayabascity.ph