



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>April 27, 2026</u>
	RFQ No.: <u>2026-04-067</u>
	PR No.: <u>2026-04-0067</u>
Complete Company Address	ABC: <u>₱ 53,900.00</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 May 5, 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.: 2026-04-067
PR No.: 2026-04-0067
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 Monitoring, Evaluation and Adjustment cum Quality Circle Session (QCS) for CY 2026 (Batch 2)								
1	Batch 2 Day 2 AM Snacks hicken Mami with Egg, Toasted Siopao, Pineapple Juice in Can	17	pax					
2	Batch 2 Day 2 Lunch Rice, Fried Chicken, Cadereta, Ponkan, Batchoy, Calamnsi juice	17	pax					
3	Batch 2 Day 2 PM Snacks Potato Salad, Garlic Bread, Pineapple Orange juice in can	17	pax					
4	Batch 2 Day 1 AM Snacks Baked Macarni, toasted bread, Orange juice in can	60	pax					
5	Batch 2 Day 1 Lunch Rice, Pork Hamonado, Yellow Pin Tuna, Ginisang Monggo, Apple fruit, Bottled Water	60	pax					
6	Batch 2 Day 1 PM Snacks Dinuguan, 2 puto, four season juice in can	60	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 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 Monitoring, Evaluation and Adjustment cum Quality Circle Session (QCS) for CY 2026 (Batch 2)				Unit Price	Total Price	Yes	No	Offered Brand/Model
7	Batch 2 Day 1 Inclusions: Air-conditioned venue for 60 pax, sound system, LCD overhead projector screen, movable tables and chairs for group writing workshop, strong Wi-Fi connection for 60 pax, coffee table with overflowing coffee, Milo, sugar, and cream, water dispenser with overflowing supply of water, fruits, buffer for 3 for the Top Management							
8	Batch 2 Day 2 Inclusions: Air-conditioned venue for 17 pax, sound system, LCD overhead projector screen, movable tables and chairs for group writing workshop, strong Wi-Fi connection for 17 pax, coffee table with overflowing coffee, Milo, sugar, and cream, water dispenser with overflowing supply of water, fruits, buffer for 3 for the Top Management							
TOTAL								
Date of Event		June 26 and 29, 2026						
Purpose		Procurement of Foods for the Monitoring, Evaluation and Adjustment cum Quality Circle Session (QCS) for CY 2026 - 2nd Quarter						

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