



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:	June 09, 2026
	RFQ No.:	2026-06-088
	PR No.:	2026-06-0088
Complete Company Address	ABC:	P 11,200.00
	PHILGEPS Ref. No.:	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 June 11, 2026 at 8:30 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.: 2026-06-088
PR No.: 2026-06-0088
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.

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 SGOD Office Performance Review (2nd Quarter)				Unit Price	Total Price	Yes	No	Offered Brand/Model
1	Day 1 AM Snacks palabok, puto, juice	16	pax					
2	Day 1 Lunch rice, pork giniling, chicken pastel, lumpiang gulay, cream of mushroom, coffee jelly, water	16	pax					
3	Day 1 PM Snacks cheese pimiento sandwich, juice in can	16	pax					
4	Day 1 Inclusions: Venue is accessible to Tayabas town proper, buffer for 3 pax, provision of projector with projector screen and sound system with microphone, provision of flowing coffee with creamer during the session							
TOTAL								
Date of Event		.June 26, 2026						
Purpose		Procurement of Foods for the SGOD Office Performance Review (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.



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

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<u>CANVASSER'S CERTIFICATION</u> <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> _____ Authorized Representative				_____ Signature over Printed Name _____ Company Tel./Fax/Mobile No. _____ Company Tax Identification No. (TIN) _____ Date				