



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:	July 08, 2026
	RFQ No.:	2026-07-102
	PR No.:	2026-07-0102
Complete Company Address	ABC:	P 36,400.00
	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 July 16, 2026 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.: 2026-07-102
PR No.: 2026-07-0102
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 Capacity Building for School Heads on School-Based Hazard Management and Fire Prevention via Electrical Safety Protocols				Unit Price	Total Price	Yes	No	Offered Brand/Model
1	Day 1 AM Snacks Lomi with whole egg, 2 pcs puto and Sago't Gulaman	52	pax					
2	Day 1 Lunch Rice, Chopsuy, Chicken Fillet, Ginataang Baka with Papaya, Batsoy, Fruits in season and Cucumber juice	52	pax					
3	Day 1 PM Snacks Hamburger, French fries and Four season juice in can	52	pax					
4	Inclusions: Air-conditioned venue for plenary, sound system, LCD overhead projector, projector screen, coffee table with overflowing supply of chocolate, coffee, sugar and creamer, water dispenser with overflowing supply of water, buffer for 4 pax, token for the 3 speakers and a standby, trained medical personnel shall be present and immediately available to respond.							
TOTAL								
Date of Event				July 30, 2026				
Purpose				Procurement of Foods for the Capacity Building for School Heads on School-Based Hazard Management and Fire Prevention via Electrical Safety Protocols				

PLEASE QUOTE: PER LOT / PER ITEM				SUPPLIER/CONTRACTOR/CONSULTANT'S PROPOSAL BOX				
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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