



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 _____
 Complete Company Address _____

Date: July 22, 2026
 RFQ No.: 2026-07-107
 PR No.: 2026-07-0107
 ABC: P 67,900.00
 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 30, 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.: 2026-07-107
PR No.: 2026-07-0107
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)		
Request For Quotation for the Procurement of Foods with Venue for the ARAL Program: Strengthening Learning and Readiness through Capacity Building for Teachers and School Heads				Unit Price	Total Price	Yes	No	Offered Brand/Model
1	AM Snacks Ginataang Halo-Halo, Cheesy PutoPao, Canned Pineapple Juice	97	pax					
2	Lunch Tokwa't Baboy, Pork Sinigang, Fried Fish w/ dipping sauce, Assorted Fruits in Season, Bottled Water	97	pax					
3	PM Snacks Filipino-Style Spaghetti, Cheese Pimiento Sandwich, Juice in Can	97	pax					
4	Inclusions: Air-conditioned hall for 97 pax, with sound system, 8 units of LCD overhead projector, projector screen, movable tables for group training-workshop, strong wifi connection (97 persons, coffee table with overflowing supply of chocolate drink, coffee, sugar and creamer, water dispenser with overflowing supply of water, Buffer for 3 for Top Management							
TOTAL								

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 with Venue for the ARAL Program: Strengthening Learning and Readiness through Capacity Building for Teachers and School Heads				Unit Price	Total Price	Yes	No	Offered Brand/Model
Date of Event		August 8, 2026						
Purpose		Procurement of Foods with Venue for the ARAL Program: Strengthening Learning and Readiness through Capacity Building for Teachers and School Heads						

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