



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 24, 2026
	RFQ No.:	2026-07-108
	PR No.:	2026-07-0108
Complete Company Address	ABC:	P 113,400.00
	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 30, 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.: 2026-07-108
PR No.: 2026-07-0108
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 Food and Venue for the Division Capacity Building on the Implementation of Learning System Reform policies (LSRP)				Unit Price	Total Price	Yes	No	Offered Brand/Model
1	Day 1 AM Snacks Chicken Arroz Caldo with Hard-Boiled Egg, Pancake, Lemon-Cucumber Juice	54	pax					
2	Day 1 Lunch Pork Liempo Barbecue, Shrimp Sinigang, Fried Fish with dipping sauce, Rice, Assorted Fruits in season, Bottled Water	54	pax					
3	Day 1 PM Snacks Pancit Lucban, Turon with Langka, Pineapple Juice in Can	54	pax					
4	Day 2 AM Snacks Ginataang Bilo-Bilo, Cheesy Bottled Water	54	pax					
5	Day 2 Lunch Pork Mechado, Fried Chicken with gravy, Chopsuey, Rice, Assorted Fruits in season, bottled water	54	pax					
6	Day 2 PM Snacks Filipino-style Spaghetti, Garlic Bread, Fruit Juice in Can	54	pax					
7	Day 3 AM Snacks Champorado with Evaporated Milk topping, Fried Dilis, Lemon Iced Tea	54	pax					

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Request For Quotation for the Procurement of Food and Venue for the Division Capacity Building on the Implementation of Learning System Reform policies (LSRP)				Unit Price	Total Price	Yes	No	Offered Brand/Model
8	Day 3 Lunch Tokwa't Baboy, Fried Fish with dipping sauce, Ginataang Sitaw at Kalabasa with Shrimp, Assorted Fruits in season, Bottled Water	54	pax					
9	Day 3 PM Snacks Hamburger with Tomato, Lettuce and Cheese, Pineapple Juice in Can	54	pax					
10	Inclusions: INCLUSION: Hall for 54 pax for 3 days, sound system, LCD overhead projector, projector screen, movable tables for group training-workshop, strong wifi connection (54 persons for 3 days), 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								
Date of Event		August 3-5, 2026						
Purpose		Procurement of Food and Venue for the Division Capacity Building on the Implementation of Learning System Reform Policies (LSRP)						

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