



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>July 27, 2026</u>
	RFQ No.: <u>2026-07-113</u>
	PR No.: <u>2026-07-0113</u>
Complete Company Address	ABC: <u>P 310,000.00</u>
	PHILGEPS Ref. No.: <u>13161640</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 August 3, 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.: 2026-07-113
PR No.: 2026-07-0113
PHILGEPS Reference No.: 13161640
- 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 Board and Lodging for the School Heads on Boarding Program (SHOP)				Unit Price	Total Price	Yes	No	Offered Brand/Model
1	Day 1 Breakfast: fried rice, boiled egg, longganisa, fruit in season, coffee or milk AM Snack: pancit lucban, nilupak, juice Lunch: rice, grilled chicken, mixed vegetables, pork afritada, pumpkin soup, fruit in season PM Snacks: tuna sandwich, french fries, juice Dinner: rice, chicken tinola, lumpiang shanghai, fruit in season	31	package					

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2	Day 2 Breakfast: fried rice, sunny side up egg, beef tapa, banana, coffee or milk AM Snacks: arroz caldo with egg, puto, juice Lunch: rice, fried chicken, steamed okra and eggplant, pork nilaga, banana PM Snacks: egg sandwich, juice in can Dinner: rice, pork gniling, chicken menudo, nido soup, coffee jelly	31	package					
3	Day 3 Breakfast: fried rice, corned beef, dried fish, fruit in season, coffee or milk AM Snacks: spaghetti, garlic bread, juice Lunch: rice, sweet and sour pork, buttered vegetables, corn soup, fried chicken, leche flan PM Snacks: chicken sandwich, juice in can Dinner: rice, pork steak, fried bangus, crab and corn soup, fruit in season	31	package					
4	Day 4 Breakfast: fried rice, sausage, boiled egg, fruit in season, coffee or milk AM Snacks: baked mac, chiffon cake, juice Lunch: rice, ginisang monggo, chicken cordon bleue, fried tilapia, fruit in season PM Snacks: vegetable salad, bread, juice in can Dinner: rice, batchoy, chicken caldereta, minatamis na kamote	31	package					
5	Day 5 Breakfast: fried rice, skinless longganisa, daing na bangus, fruit in season, coffee or milk AM Snacks: chami, puto pao, juice Lunch: rice, crab and corn coup, puchero, fried chicken, fruit in season PM Snacks: chicken pimiento sandwich, juice in can	31	package					

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ITEM NO.	ITEM DESCRIPTION (Item Name & Technical Specifications)	QTY.	UNIT	FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL (Indicate Brand/Model Offer)		
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6	Inclusions: air conditioned session room good for 35 pax, projector with projector screen, sound system with microphone, strong wifi connection, free flowing coffee during session proper, classroom set up (working table), buffer for 3 pax							
7	Accommodation Air conditioned rooms with basic bathroom amenities including towels, shampoo, soap, tissue, toothbrush and toothpaste, with freewifi access in all areas							
TOTAL								
Date of Event		AUGUST 10-14 2026						
Purpose		Board and Lodging for the School Heads on Boarding Program (SHOP)						

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