



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:	September 08, 2026
	RFQ No.:	2026-09-134
	PR No.:	2026-09-0134
Complete Company Address	ABC:	P 53,900.00
	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 September 10, 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.: 2026-09-134
PR No.: 2026-09-0134
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 Monitoring, Evaluation, and Adjustment cum Quality Circle Session (QCS) for CY 2026 (Batch 4)				Unit Price	Total Price	Yes	No	Offered Brand/Model
1	Batch 4 Day 1 AM Snacks Pancake with syrup and butter, Spaghetti with meat ball, Pineapple orange Juice in Can	60	pax					
2	Batch 4 Day 1 Lunch Rice, Hardinera, 2 pcs. Dona Aurora (Stuff Egg), Pears, Nilaga soup with vegetables, Bottled Water	60	pax					
3	Batch 4 Day 1 PM Snacks Chicken Burger with cucumber and tomato, Orange juice in can	60	pax					
4	Batch 4 Day 2 AM Snacks Pansit Lucban, Turon with langka with honey syrup, orange juice in can	17	pax					
5	Batch 4 Day 2 Lunch Rice, Pork barbeque, Pork menudo, sisig bangus, Buko pandan, corn soup, melon fruit, Bottled Water	17	pax					
6	Batch 4 Day 2 PM Snacks Siopao bola bola, bihon, four season juice in can	17	pax					

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Request For Quotation for the Procurement of Foods for the Monitoring, Evaluation, and Adjustment cum Quality Circle Session (QCS) for CY 2026 (Batch 4)				Unit Price	Total Price	Yes	No	Offered Brand/Model
7	Batch 4 Day 1 Inclusions: Air-conditioned venue for 55 pax, sound system, LCD overhead projector, projector scree, movable tables and chairs for group writing workshop, strong Wi-Fi connection for 55 pax, coffee table with overflowing coffee, milo, sugar, and cream, water dispenser with overflowing supply of water, fruits, buffer for 3 for Top management.							
8	Batch 4 Day 2 Inclusions: Air-conditioned venue for 55 pax, sound system, LCD overhead projector, projector scree, movable tables and chairs for group writing workshop, strong Wi-Fi connection for 55 pax, coffee table with overflowing coffee, milo, sugar, and cream, water dispenser with overflowing supply of water, fruits, buffer for 3 for Top management.							
TOTAL								
Date of Event		December 4 and 7, 2026						
Purpose		Procurement of Foods for the Monitoring, Evaluation, and Adjustment cum Quality Circle Session (QCS) for CY 2026 (Batch 4)						

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