



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS
REQUEST FOR QUOTATION (RFQ)

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| <div style="border-bottom: 1px solid black; padding-bottom: 5px; margin-bottom: 10px;">Name of Company</div> <div style="border-bottom: 1px solid black; padding-bottom: 5px;">Complete Company Address</div> | <div style="margin-bottom: 5px;">Date: <u>February 27, 2024</u></div> <div style="margin-bottom: 5px;">RFQ No.: <u>24-02-0028</u></div> <div style="margin-bottom: 5px;">PR No.: <u>2024-02-0028</u></div> <div style="margin-bottom: 5px;">ABC: <u>₱ 138,600.00</u></div> <div style="margin-bottom: 5px;">PHILGEPS Ref. No.: <u>10604527</u></div> |
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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 March 4, 2024 at 9:00 am to the address list below

GENERAL CONDITIONS

1. All entries must be typewritten and legible;
2. Bidders must submit certificate of PHILGEPS Registration; or
3. Bidders must submit necessary business permits (SEC, LGU, DTI, CDA, etc.);
4. Place this RFQ in a sealed envelope and type the following details on the face of the envelope:

Your Company Name

RFQ No.:

PR No.:

PHILGEPS Reference No.:

CONRADO C. GABARDA
BAC Vice-Chairperson

5. Delivery period must be at least within seven (7) calendar days upon receipt of the Notice of Award (indicated the days of delivery in the Bidder's Certificate)
6. Item/s delivered must have warranties for unit replacements, parts, labor or other services;
7. Price validity shall be for a period of three (3) months;
8. Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC);
9. Transaction with City School Division of Tayabas shall mean compliance by the winning bidder with the bid and delivery requirements before the issuance of check payment;
10. 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) | |
| | | | | Unit Price | Total Price | Yes | No |
| | March 5, 2024 | | | | | | |
| | AM Snacks | | | | | | |
| 1 | Gourmet burger (with lettuce, tomato and cheese) Water | 300 | pax | | | | |
| | Lunch | | | | | | |
| 2 | Fried Chicken, Stir Fried Beans Sprouts w/ minced pork and tofu, Rice and Bottled Water | 215 | pax | | | | |
| | March 6, 2024 | | | | | | |
| | AM Snacks | | | | | | |
| 3 | Canton, Sotanghon, 1 slice of Bread, Bottled Water | 180 | pax | | | | |
| | Lunch | | | | | | |



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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) | |
| | | | | Unit Price | Total Price | Yes | No |
| 4 | Chicken BBQ, Buttered Mixed Vegies, Rice, Bottled Water | 180 | pax | | | | |
| | March 7, 2024 (Post evaluation meeting) | | | | | | |
| | PM Snacks | | | | | | |
| 5 | Italian or Hawaiian Pizza 2 slices, Fruit Tea | 60 | pax | | | | |
| | Inclusion: all meals are individually packed to be delivered at the playing venue with 5pax buffer during March 5-6, 2024 | | | | | | |
| TOTAL | | | | | | | |
| Date of Event | | March 5,6,7, 2024 | | | | | |
| Purpose | | Supply and Delivery of Meals for 2024 City Division Athletics Association Meet | | | | | |

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