



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

REQUEST FOR QUOTATION (RFQ)

Name of Company	Date: March 18, 2024
	RFQ No.: 24-03-0049
	PR No.: 2024-03-0049
	ABC: ₱ 185,600.00
Complete Company Address	PHILGEPS Ref. No.: 10684176

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 25, 2024** at **9:00 am** to the address listed above.

GENERAL CONDITIONS

- All entries must be typewritten and legible;
- Bidders must submit certificate of PHILGEPS Registration; or
- Bidders must submit necessary business permits (SEC, LGU, DTI, CDA, etc.);
- 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.:

HERBERT D. PEREZ
BAC Chairperson

- 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)
- 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
- 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;
- 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
FOOD AND VENUE							
	DAY 1						
1	AM Snacks Beef Mami with Toasted Bread; Natural Buko Juice	58	pax				
2	Lunch Ampalaya con carne, Baby back ribs, Fish fillet, Rice, crab and corn soup, Banana, Pineapple juice	58	pax				
3	PM Snacks Hamburger with camote fries, Mango juice in can	58	pax				



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

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)		
FOOD AND VENUE				Unit Price	Total Price	Yes	No
DAY 2							
4	AM Snacks Ginataang Bilo Bilo; Natural Calamansi Juice	58	pax				
5	Lunch Sinigang na Baka; Vegetable Ratatouille; Fish Fillet with Black bean sauce; Lechon Kawali; Almond Jelly with Lychee; Guabano Juice; rice	58	pax				
6	PM Snacks Gotong Batangas; Natural Buko Juice	58	pax				
DAY 3							
7	AM Snacks Lomi with Toasted Bread; Natural Mango Juice	58	pax				
8	Lunch Chicken Binakol; Chopsuey; Ginataang Tilapia; Pork Humba; Fruit Salad; Pineapple Juice; rice	58	pax				
9	PM Snacks Pancit Canton Guisado with Toasted Bread; Iced Tea	58	pax				
DAY 4							
10	AM Snacks Chicken Arrozcaldo with egg; Pineapple Juice	58	pax				
11	Lunch Farmers soup;Ginataang Sitaw at Kalabasa;Fried Tilapia; Chicken Inasal; Minatamis na saging, Natural buko juice; rice	58	pax				
12	PM Snacks Mike Guisado with Toasted Bread; Natural Buko Juice	58	pax				



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

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)	
FOOD AND VENUE				Unit Price	Total Price	Yes	No
	INCLUSIONS: Day 1-4: Air-conditioned venue for plenary, sound system, LCD overhead projector, projector screen, coffee table with overflowing supply of coffee, sugar and creamer, water dispenser with overflowing supply of water, buffer for 4 pax 2 Room for 2 nights for the speakers Set of fruits and Tayabas best products as token for the speaker						
TOTAL							
Date of Event			April 15-18, 2024				
Purpose			Meals and Venue for Training and Writeshop on Enhancement of Contingency Plan Cum School Safety Plan				

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.

<u>CANVASSER'S CERTIFICATION</u>
<p><i>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.</i></p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Authorized Representative</p>

	Signature over Printed Name
	Company Tel./Fax/Mobile No.
	Company Tax Identification No. (TIN)
	Date