



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

**REQUEST FOR QUOTATION (RFQ)**

<b>Name of Company</b>	Date: <b>September 19, 2024</b>
	RFQ No.: <b>24-09-145</b>
	PR No.: <b>2024-09-145</b>
	ABC: <b>₱ 347,200.00</b>
<b>Complete Company Address</b>	PHILGEPS Ref. No.: <b>11347789</b>

**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 **October 15, 2024** 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.: 24-09-145**  
**PR No.: 2024-09-145**  
**PHILGEPS Reference No.: 11347789**
- 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 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 before the issuance of check payment;
- Failure to comply with these conditions shall mean disqualification of your bid proposal.

**HERBERT D. PEREZ**  
BAC Chairperson

PLEASE QUOTE: <b>PER LOT / PER ITEM</b>				<b>SUPPLIER/CONTRACTOR/CONSULTANT'S PROPOSAL BOX</b>			
<b>ITEM NO.</b>	<b>ITEM DESCRIPTION</b> (Item Name & Technical Specifications)	<b>QTY.</b>	<b>UNIT</b>	<b>FINANCIAL PROPOSAL</b> (Indicate the Price Offer)		<b>TECHNICAL PROPOSAL</b> (Indicate Brand/Model Offer)	
				<b>Unit Price</b>	<b>Total Price</b>	<b>Yes</b>	<b>No</b>
	<b>BATCH 2 (4 days)</b>						
1	Day 1 - Snacks AM Mami with Egg, Puto, Bottled Water	62	pax				
2	Day 1 - Lunch Rice, Fried Tilapia, Crispy Binagoongan Porkchop w/ eggplant, Buko salad, Pumpkin Soup, Mango Sago	62	pax				
3	Day 1 - Snacks PM Empanada, Pansit lucban, Four season juice in can	62	pax				
4	Day 2 - Snacks AM Canton Sotanghon, Fried saba, juice in can	62	pax				
5	Day 2 - Lunch Rice, Grilled Liempo, Vegetable Kare Kare, Minanok, Sweetened Banana	62	pax				
6	Day 2 - Snacks PM Congee with Chicken Flakes and Egg, toasted bread, bottled Water	62	pax				
7	Day 3 - Snacks AM Puto Pao w/ salted egg, Baked mac, pineapple juice in can	62	pax				



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				<b>Unit Price</b>	<b>Total Price</b>	<b>Yes</b>	<b>No</b>
8	Day 3 - Lunch Rice, Fried Chicken, Pinakbet Special with Chicharon, Batchoy, Fruit Salad	62	pax				
9	Day 3 - Snacks PM Bibingka, Palabok, Sago Gulaman	62	pax				
10	Day 4 - Snacks AM Bihon Guisado, Kutsinta, Juice in can	62	pax				
11	Day 4 - Lunch Rice, Pork Hamonado, Fish Fillet, Chopsuey, Buko Pandan	62	pax				
12	Day 4 - Snacks PM Cheese Burger with french fries, Juice in can	62	pax				
13	<b>BATCH 3 (4 days)</b>						
14	Day 1 - Snacks AM Mami with Egg, Puto, Bottled Water	62	pax				
15	Day 1 - Lunch Rice, Tokwat Baboy with onion rings, Fried fish, nilaga soup with vegetables, lakatan	62	pax				
16	Day 1 - Snacks PM Bibingka, Palabok, Sago Gulaman	62	pax				
17	Day 2 - Snacks AM Mami with Egg, Puto, Bottled Water	62	pax				
18	Day 2 - Lunch Beef broccoli, chicken fillet with sauce, Rice, Broken Glass, Mushroom soup, fresh fruits	62	pax				
19	Day 2 - Snacks PM Sipao, miki bihon, Four season juice in can	62	pax				
20	Day 3 - Snacks AM Macaroni Spaghetti, sliced tasty with butter, juice in can	62	pax				
21	Day 3 - Lunch Inihaw na liempo, Sinampalukang manok, Rice, corn soup Coffee Jelly, Cucumber Juice	62	pax				
22	Day 3 - Snacks PM Empanada, Pansit lucban, Four season juice in can	62	pax				
23	Day 4 - Snacks AM ham sandwich, french fries, pineapple juice	62	pax				
24	Day 4 - Lunch Rice, Beef Mushroom w/ oyster sauce, Fried Fish, Guisado Bitswelas, Fruitty Jelly	62	pax				
25	Day 4 - Snacks PM Bread, Carbonara and Orange Juice	62	pax				



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				Unit Price	Total Price	Yes	No
	INCLUSION: <b>(Batch 2 and Batch 3)</b> *Session Room/s, tables and chairs with skirting, projector, sound system, microphones, unlimited coffee with sugar and creamer, milo, fresh fruits for 2 pax (for top management), Buffer for 5 persons						
<b>TOTAL</b>							
Date of Event		<b>BATCH 2 -November 21-22, 2024 and November 28-29, 2024</b> <b>BATCH 3 -November 25-28, 2024</b>					
Purpose		<b>Provision of Foods for Division Training-Workshop for Receiving Teachers on SNED Content and Pedagogy (Batch 2 and Batch 3)</b>					

**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