

Republic of the Philippines

Department of Education

REGION IV-A CALABARZON CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

REQUEST FOR QUOTATION (RFQ)

		Date:	May 29, 2024		
	Name of Company	RFQ No.:	24-05-0084		
		PR No.:	2024-05-0084		
		ABC: P	62,444.00		
	Complete Company Address	PHILGEPS Ref. No.:			
TT7/0 0 000 7	4 Mars Compound				

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 **June 3, 2024** at **9:00 am** to the address listed above

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.: 24-05-0084 PR No.: 2024-05-0084 PHILGEPS Reference No.:

- Delivery period must be at least within seven (7) calenday days upon receipt of the Notice of Award (indicated the days of delivery in the Bidder's Certicate)
- 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
- 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) (Indicate Brand/ Model Offer)		nd/Model Offer)		
SUPPLIES			Unit Price	Total Price	Yes	No		
1	Training kit (A5 size Notebook, Black ballpen ordinary .5 tip, A4 bond paper (10pcs per pack), plastic envelope with holder (15.5" x 1.80" x 11") and Correction Tape)	30	set					
. 2	Advocacy DRRM Jacket	30	piece					
3	Board Paper A4	10	pack					
4	Bond paper A4 substance 20	3	ream					
5	Black Permanent Marker Ballpoint	10	piece					
6	Masking tape 2 inches	3	piece					
7	Colored paper A4 (Yellow and Yellow Green)	2	pack					
8	Gel black ballpen .5 tip	10	piece					
	***Nothing Follows				F			
	TOTAL							
Date of Event June 12-15, 2024								
Pilrnose			Supplies and Training Kits for Training-writeshop on the Develpment of Public Service Cuntinuity Plan (PSCP) cum Division Contingency Planning					

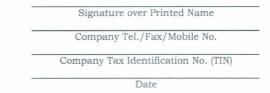
SUPPLIER/CONTRACTOR/CONSULTANTS CERTIFICATION

Atter 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.

CONTRACTOR OF THE PARTY OF THE	
Authorized	Representative



HERBERT D. PEREZ

BAC Chairperson







Address: Potol, Tayabas City

Telephone No.: (042) 785-9615 or (042) 710-0329

Email Address: tayabas.city@deped.gov.ph

Website: https://depedtayabas.ph