



Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Region XI
 SCHOOLS DIVISION OF DIGOS CITY
 Digos City



REQUEST FOR QUOTATION

Company Name _____
 Address _____
 Contact No. _____
 TIN No. _____

RFQ No. **23-12-139A**
 Date: **December 6, 2023**
 Date and Time of Opening: **December 13, 2023, 9:30 AM**

Please quote your lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative.


BEVERLY DAUGDAUG, EdD
 BAC CHAIRMAN 

NOTE:

1. ALL ENTRIES MUST BE LEGIBLY WRITTEN.
2. DELIVERY PERIOD MUST BE WITHIN 10 DAYS UPON RECEIPT OF PURCHASE ORDER.
3. PRICE VALIDITY MUST BE WITHIN THIRTY (30) DAYS.
4. PAYMENT TERM: WITHIN 30 DAYS
5. INDICATE PRICES PER ITEM AND TOTAL AMOUNT
6. BIDDERS MUST SUBMIT CERTIFIED PHOTOCOPY OF THE FOLLOWING

REQUIRED DOCUMENTS TOGETHER WITH THE RFQ:

- a) Mayor's/Business Permit
- b) PhilGEPS Registration
- c) Income/Business Tax Return
- d) Omnibus Sworn Statement (ORIGINAL)
- e) Bank Account Number (Photocopy of any Proof of Bank Account)

NOTE: For CY 2023, bidders shall submit these documents to DepEd Digos City Division only *ONCE*.


7. Approved Budget: **P 211,950.00**

(FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL)

ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE
Lot 1	Procurement of Supplies for the Utilization of School-Based Feeding Program 2023 Excess Funds				
	Enhanced Nutribun, Squash flavor, Carrot flavor, Sweet Potato flavor	piece	11,775		
	<i>Note: 1 flavor/day (good for 3 days)</i>				
	Delivery				
	1. The supplier covenants to deliver said food supplies on the eight (8) Elementary Schools under the Schools Division of Digos City as drop-off points. Cost of delivery is included in the price specified above.				
	2. Delivery will commence after the feeding of E Nutribun.				
	3. Bread received must be in good condition, not expired, no signs of molds, no foul smell, and in soft textures. Individually packed in food grade plastic pouches or 1 pouch for the number of feeding days. The packaging must clearly and readably indicate the Manufacturing Date and the Expiration Date. If possible, there must be an imprinted sign per pack which indicates "DepEd-SBFP, NOT FOR SALE".				
	4. Delivery to school shall be placed in bread crates and delivered in a closed transportation (Van).				
	5. Personnel involved in the production of commodity should wear the proper protective equipment like apron, hairnet, and disposable plastic food gloves.				
	6. Delivery personnel will wear PPE like hairnet, white clean shirt, and shoes.				
	7. In case of failure to deliver the said goods within the stipulated period, the Supplier shall be liable to the Entity for Liquidated Damages equivalent to at least one ten percent (1%) of the value of the unperformed portion of the contract every day of delay or breach of the delivery schedule by the Supplier. The Supplier, however, may request that the period be extended on valid and reasonable grounds, subject to the Entity's approval. If so, the Supplier shall give a written notice at least one (1) week ahead of the schedule.				
	Inspection and Acceptance				
	1. The Entity or its representative shall have the right to inspect and/or test the goods at the deliver address and the Supplier shall facilitate such inspection and provide access to the goods.				
	2. The Entity shall have fifteen (15) days after proper receipt of the goods purchased to inspect them and either accept or reject them as non-conforming with this Contract. All rejected goods will be returned to the Supplier at the latter's expense. The Entity's right to reject the Goods shall not be limited or waived by the Goods having been previously inspected or tested by the Entity prior to delivery.				
	3. The Supplier agrees that the Entity's payment under this Contract shall not be contingent upon the acceptance of any Goods delivered hereunder.				
	4. The Supplier agrees that any acceptance by the Entity does not release the Supplier from any warranty or other obligation under this Contract.				
	5. Title to the Goods shall pass to the Buyer when they are delivered and accepted by the Entity. Risk of loss, injury, or destruction of the Goods shall be borne by the Supplier until title passes to the Entity.				
	SUBJECT TO WITHHOLDING TAX				

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above.

Canvassed by:


 12.7.23
 Date

 Company Name

 Telephone/Cellphone Number

 Printed Name/Signature of Authorized Representative

Date: _____