



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. **24-06-066**

Date: **June 25, 2024**

Date and Time of Opening: **July 2, 2024, 10:30 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.

**MARIA GENEVIEVE T. FRANCISQUETE**  
 BAC CHAIRMAN

**NOTE:**

1. ALL ENTRIES MUST BE LEGIBLY WRITTEN.
2. DELIVERY PERIOD MUST BE ON **AUGUST 16 & 24, 2024**.
3. PLACE OF DELIVERY: **DEPED-SCHOOLS DIVISION OF DIGOS CITY**
4. PRICE VALIDITY MUST BE WITHIN THIRTY (30) DAYS.
5. PAYMENT TERM: WITHIN 30 DAYS
6. INDICATE PRICES PER ITEM AND TOTAL AMOUNT
7. BIDDERS MUST HAVE A PHYSICAL STORE WITH READILY AVAILABLE SUPPLIES IN CASE IN NEED OF POST-QUALIFICATION EVALUATION
8. 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)

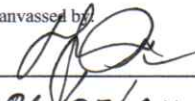
**NOTE:** For CY 2024, bidders shall submit these documents to DepEd Digos City Division only **ONCE**.

9. APPROVED BUDGET: **P 45,000.00**

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

ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE
	<b><u>Procurement and Delivery of:</u></b>				
<b>Lot 1</b>	<b>Meals and Snacks for the Conduct of Evaluation and Quality Control for the Submission of Research Proposals and E-Saiiksik BERF Studies on August 16 &amp; 24, 2024</b>	<b>head</b>	<b>50</b>		
	<b>AM Snacks:</b> Suman malagkit with slice of ripe mango and canned fruit juice				
	<b>Lunch:</b> Egg and corn soup, steamed rice, grilled fish, beef steak, native chicken tinola, fresh fruits, and lemon juice				
	<b>PM Snacks:</b> Hawaiian sandwich (non-pork) and canned fruit juice				
	<b>Inclusive of pika-pika, tarpaulin 4x6, and available water and coffee</b>				
	<b>To be delivered at the Conference Hall, Schools Division of Digos City, Roxas corner Lopez Jaena Sts., Zone II, Digos City</b>				
	<b><u>SUBJECT TO WITHHOLDING TAX</u></b>				

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

Canvassed by:   
 Date: **06/25/24**

\_\_\_\_\_  
 Company Name

\_\_\_\_\_  
 Telephone/Cellphone Number

\_\_\_\_\_  
 Printed Name/Signature of Authorized Representative

Date: \_\_\_\_\_