



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
REQUEST FOR QUOTATION

Standard Form No.:SF-GOOD-60
Revised on: May 24, 2004
Standard Form Title: Request for Quotation

Supplier:	Requesting Unit: SGOD/N. Tibangay
Address:	PR No.:2025-04-074
Telephone No.:	Quotation No.: 2025-04-074
e-Mail:	Date: April 25, 2025
Delivery Period:	ABC: 84,000.00
Date Received by the Supplier:	

Please quote your lowest price on the item/s listed, subject to the General Conditions below, stating the shortest time of delivery and **submit your quotation in a sealed envelope** duly signed by your representative not later than May 2, 2025 @ 9:30 AM

Failure to submit this on or before the due date aforesated will be a ground for disqualification.

CARMEL E. MERIS

OIC-Assistant Schools Division Superintendent
Chairman, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement if above 50,000.00
4. Income/Business Tax Return 500,000.00 and above
5. PLEASE write the UNIT PRICE and TOTAL PRICE

Note:

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ Delivery period within _____ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
			MEALS AND SNACKS WITH VENUE within Baguio City		
1	70	Pax	Day 1: AM & PM SNACKS, LUNCH WITH VENUE AM Snacks: Hot pandesal with spread- 3 pieces each participant (choice of cheese, butter) Pancit (halal-chicken or seafood) LUNCH:Main dish: Fish fillet, chicken tenders Soup: mushroom soup Vegetable: Chopsuey or vegetable salad Dessert: Bananas PM Snacks: Carrot cake or any specialty cake Size: 3 x 2 inches		
2	70	Pax	Day 1: AM & PM SNACKS, LUNCH WITH VENUE AM Snacks:Guinataang bilo bilo with langka and nacho chips		



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			LUNCH: Beef ampalaya stir fry, chicken adobo with pineapple (or an chicken menu available) Soup: Vegetable soup Dessert: Chocolate brownies PM Snacks: Chicken burger with vegetables and sauce		
			***Note: 1. Served with hot flowing coffee and tea with sugar/honey and creamer, rice and water 2. Management or Personnel a. Personnel trained and capable of supervising the services provided b. Staff should have valid health certificates, neat and clean with uniform and hairnet c. Should be courteous and ready to attend to the needs of the participants if requested d. Staff must be fully geared with facemask 3. Food and Snacks a. With buffer for 5 pax b. Lunch is served hot c. Should be with complete condiments d. Of good quality and quantity, fresh and meat should not be frozen for a long time 4. Utensils a. Plates should be clean/dry and spoons should be sterilized. No using of plastic spoons. b. With table napkins 5. PROVIDE COMPLETE REQUIRED DOCUMENTS ATTACHED WITH THE RFQ.		
Purpose: Procurement of meals and snacks with venue for the participants of the pre-retirement training on September 25-26, 2025.					

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

Signature over Printed Name

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Date/Telephone No.

Canvassed by: