



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.: 2025-10-272
Telephone No.:	Quotation No.: 2025-11-288
e-Mail:	Date: November 12, 2025
Delivery Period:	ABC: 450,000.00
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 November 18, 2025 29am

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



Digitally signed by Carmel Meris
 Date: 2025.11.12 11:14:45 +08'00'

CARMEL F. 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.

POSTED IN PHILGEPS

Item No.	Qty.	Unit	Item Description	Unit Cost	Unit Price	Total Price
1	300	Pax	Meals and snacks *Please see attached specifications	500.00 x (3 days)		
					TOTAL	

Purpose: Procurement of meals and snacks for the conduct of Division training on instructional supervision for teachers on January 31, February 6-7, 2026



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600
 Telephone No.: (074) 665-1231
 Email Address: baguio.city@deped.gov.ph



DepEd Tayo Baguio City



<https://depedpines.com>



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

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

Signature over Printed Name

Tin

Date/Telephone No.

Canvassed by:

TECHNICAL SPECIFICATIONS

Item:	For the provision of meals and snacks for participants in the Division Training on instructional Supervision for teachers
Date:	January 31, February 6-7, 2026
Venue:	PFVR Building, DO Training Center
Participants:	Class 1: 100 Teachers Class 2: 100 Master teachers Class 3: 80 School Leaders
Total	20 Speakers/TWG 300 participants

A. MEALS AND SNACKS

Menu is served with hot flowing coffee and tea with sugar/honey and creamer, rice and water. Must be halal. Lunch must be with complete condiments. With 2 water stations per class and 2 food station per class.

Day 1- January 28, 2026

AM snacks	PM snacks	Lunch (assisted buffet)
Carrot cake (individually packed with spoon)	Special chicken burger with vegetables and tomatoes	Main dish: Crispy fried chicken (whole quarter leg) Vegetable salad with garlic sauce Soup: Mushroom soup Dessert: Fruit salad

Day 2- January 29, 2026

AM snacks	PM snacks	Lunch
Sopao asado (big size)	Pancit and 1 suman each	Main dish: Chicken inasal (whole quarter leg) Beef broccoli Soup: Squash soup Dessert: Assorted Fruits

Day 3- January 30, 2026

AM Snacks	Pm Snacks	Lunch
Special long john with cheese Nacho chips	Kakanin (biko or cassava cake) With chips	Ginataang chicken (natural gata) Boneless fried bangus (half size) Soup: Sinigang soup Dessert: bananas

B. Management or Personnel

1. Personnel trained and capable of supervising the services provided.
2. Staff should have valid health certificates, should be neat and clean with uniform and hairnet.
3. Should be courteous and ready to attend to the needs of the participants if requested.
4. Staff must be fully geared with facemask.

C. Food and Snacks:

1. With buffer for 5 pax
2. Lunch is served hot, following the menu.
3. Should be with complete condiments.
4. Of good quality and quantity. Should be fresh. Meat should not be freezed for a long time.

D. Utensils:

1. Plates should be clean/dry and spoons should be sterilized. No using of plastic spoons.
2. With table napkins

Note: Provide complete procurement documents attached with the RFQ.