



**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: N. Ebanio
Address:	PR No.:2026-02-020
Telephone No.:	Quotation No.: 2026-02-022
e-Mail:	Date: February 20, 2026
Delivery Period:	ABC: 100,000.00
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 **February 26, 2026 at 9:00 AM**

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

**Purpose: Procurement of meals and snacks for the send-off and welcome ceremony for ASDS Carmel Meris and ASDS Samuel Egsaen**

  
**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.

Item No.	Qty.	Unit	Item Description	Unit Cost	Unit Price	Total Price
1	200	pax	<b>AM Snacks</b> 2 pieces of Beef Quesadilla Mixed fruits in a cup-watermelon, melon and papaya Snacks to be served at 9:45 AM	100.00		



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2	200	pax	<b>Lunch</b> Buffet Style (Served hot) Steamed Rice Cordon Bleu (3 slices, 2 inches each) Beef steak (atleast 110 grams) Petchay tofu (atleast 110 grams) Bird's nest soup Dessert: Fresh buko salad Lunch to be served at 11:45 AM	400.00		
			<ul style="list-style-type: none"> <li>✓ With overflowing water, brewed coffee, and lemon grass tea available at 8:30 AM onwards</li> <li>✓ Use eco-friendly utensils and cutleries (plate, spoon, forks, cups, stirrers) must be washable</li> <li>✓ Shall provide garbage bags with proper disposal</li> <li>✓ Atleast 2 sets of serving plates and serving spoons with 20 table napkin cloths available for dignitaries</li> <li>✓ 2 serving stations with atleast 6 service crews to assist in the distribution/serving of food.</li> </ul>			
					<b>TOTAL</b>	

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:



**Address:** 82 Military Cutoff Rd, Baguio, Benguet, 2600  
**Telephone No.:** (074) 665-1231

**Email Address:** baguio.city@deped.gov.ph

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