



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/J. Balantin
Address:	PR No.:2026-02-014
Telephone No.:	Quotation No.: 2026-02-011
e-Mail:	Date: February 13, 2026
Delivery Period:	ABC: 72,000.00
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 17, 2026 29am

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

Purpose: Procurement of meals for the participants in the 2026 Project Inspire on March 9, 2026 June 29, 2026 September 28, 2026 and December 7, 2026


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	100	Pax	Meals for the participants in the 2026 Project Inspire for Division Office	180.00 (4 quarters)		



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			Employees (Please see attached specifications)			
					TOTAL	

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:

TECHNICAL SPECIFICATIONS

Menu:

Breakfast - assisted buffet	No. of Pax 100 with buffer for 5 pax
Menu is served with flowing coffee and tea with sugar and creamer/milk	
Date	Menu
March 9	Longsilog: Longganisa (sausage), Garlic Rice, Fried Egg Boiled okra with calamansi and bagoong Hot Pandesal
June 30	Daing na Bangus, Garlic Rice, Fried Egg with sliced kamatis and onions Vegetable soup Hot Pandesal
September 29	Tortang Talong, Garlic Rice, Egg omelet, hotdog Hot Pandesal
December 1	Chicken tocino, Garlic Rice, Fried Egg Vegetable salad

Management or Personnel

1. Personnel trained and capable of supervising the services provided.
3. Should be courteous and ready to attend to the needs of the participants if requested.
4. Staff must be neat and clean with mask when serving

Food and Snacks:

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

Utensils:

1. Plates should be clean/dry and spoons should be sterilized (wrapped if plastic spoons)
2. With table napkins

Note: Provide complete procurement documents attached with the RFQ.

Prepared:


/ **JOVELYN PETRA T. BALANTIN**
SEPS-HRD