



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Baguio City
PINSAO ELEMENTARY SCHOOL

REQUEST FOR QUOTATION

Standard Form No.: SF-GOOD-60 Revised on May 24, 2004

Standard Form Title: Request for Quotation

Supplier: _____

Address: _____

Telephone No.: _____

E-mail Address: _____

Date received by the Supplier: _____

Requesting Unit: **PINSAO ELEMENTARY SCHOOL**

PR No.: 2026-08-25

Quotation No.: 2026-08-19

Date: August 20, 2026

ABC: **Php 122,364.00**

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 **5:00pm of August 26, 2026**.


BRIGITTE MARIE A. CULALING
Bids and Awards Committee Chairman

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGeps registration number or certificate
3. Income/Business Tax Return (for ABC above 500k)
4. Omnibus Sworn Statement (for ABC above 50k)

Note:

- Submit RFQ together with the requirements.
- Entries must be typewritten or legibly written.
- Indicate brand and model of item offered.
- Delivery period: as scheduled
- Price validity shall be for a period of 30 Calendar Days.
- Award shall be on a "per line item" basis.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	103	pax	Catering Services - hot meals for the SBFP beneficiaries of Pinsao Elementary School		
			* 103 learner beneficiaries for 54 feeding days		
			* Please refer to the attached cycle menu with highlighted dishes - viand only		
			* Delivery period: 3 times a week from September to December		
			* Payment Scheme: Monthly		
				TOTAL	
Purpose: Procurement of hot meals for 103 SBFP beneficiaries of PES for SY 2026-2027					

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

Additional Notes:

1. Bidders may submit their quotations through our email at pinsaoelementary@gmail.com.

Canvassed by: _____

Signature over Printed Name

TIN

Date/ Telephone No.

**CYCLE MENU PLAN FOR HOT MEALS AND NFP COMBINATION
(ELEMENTARY)**

20-Day Cycle Menu								
WEEK		DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	AVERAGE	TOTAL
1	Menu	Wafer (Chocolate) 60g	Tinolang Manok	Fish Fillet	Ginulay na Mais at Malunggay	Iron-Fortified Rice (250g)		
	Calories (kcal)	275	305	212	135	900	365.4	1,827
	Cost (Php)	22.00	18.43	31.88	14.37	22.00		108.68
Savings of ₱1.32 was accumulated and carried over to Week 2.								
2	Menu	Nutricookies 60g	Pineapple Chicken Tenders	Malunggay Pancake	Chicken Giniling with Mixed Vegetables	Iron-Fortified Rice (250g)		
	Calories (kcal)	275	342	127.8	251	900	379.16	1,896
	Cost (Php)	22.00	24.24	21.82	20.17	22.00		110.23
The ₱1.32 savings from Week 1 was used to offset the week's excess cost of ₱0.23, leaving a remaining balance of ₱1.09.								
3	Menu	Vegetable Tempura	Cereal (Chocolate) 70 grams	Chicken Liver Adobo	Chayote Carrot Guisado	Iron-Fortified Rice (250g)		
	Calories (kcal)	182	285	204	154	900	345	1,725
	Cost (Php)	14.97	22.00	26.09	26.12	22.00		111.18
The remaining ₱1.09 balance from Week 2 was applied to partially cover the week's excess cost of ₱1.18, resulting in a balance adjustment of ₱0.09.								
4	Menu	Chicken Lumpia	Monggo Guisado with Malunggay	Coco Bisc 30g with Fruit Juice (Mangosteen) 150ml	Sweet and Sour Chicken Meatballs	Iron-Fortified Rice (250g)		
	Calories (kcal)	157	137	275	290	900	351.8	1,759
	Cost (Php)	15.29	20.17	22.00	30.45	22.00		109.91
The ₱0.09 balance adjustment from Week 3 was fully offset by the ₱0.09 savings accumulated during Week 4.								
Budget for 20 Days							440.00	
Savings:							0.00	

Submitted by:


CYNTHIA S. CADAWAN
SDO SBEP-Focal

Noted by:


NIÑO M. TIBANGAY, PhD
Chief- SGOD

Recommending Approval:


SAMUEL T. EGSAEN JR. EdD, CESO VI
Assistant Schools Division Superintendent

Approved by:


SORAYA T. FACULO, PhD, CESO V
Schools Division Superintendent