#### REPUBLIC OF THE PHILIPPINES DEPARTMENT OF EDUCATION NATIONAL CAPITAL REGION DIVISION OF MARIKINA CITY BIDS AND AWARDS COMMITTEE



## Request For Quotation (RFQ)

Date:

March 22, 2018

Quotation No. DepED-18-NCR-RFQ-080

#### To all Eligible Bidders:

I. Please quote your lowest price appraisal inclusive of VAT on the "Supply and Delivery of Food (PM Snacks) for the Participants during the 1st Quarter Meeting of Schools Record Custodian on March 2018". This is subject to the Terms and Conditions of this RFQ. Submit your quotation duly signed by your representative not later than 10:00am March 27, 2018. The Opening of Bids/Quotation shall be on the same date, 10:15am at Schools Division Office, Marikina City, PSDS Office, ground floor. For more information please call the BAC Secretariat at Telephone No. (02) 682-39-89.

> ELISA O. CERVEZA BAC Chairperson

TOTAL APPROVED BUDGET FOR THE CONTRACT: II.

Php 3,750.00

SUMMARY OF WORKS TTT.

Item No.	ITEM & DESCRIPTION	QUANTITY	UNIT COST (Php)	TOTAL COST (Php)
1	Supply and Delivery of Food (PM Snacks) for the Participants during the 1 <sup>st</sup> Quarter Meeting of Schools Record Custodian on March 2018 (PM Snack, sotanghon guisado	50 pax		
	w/ puto, mineral water, and banana)		GRAND TOTAL:	

This is to submit our price quotations in the above indicated item subject to the terms and conditions of this RFQ.

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Bidder's Company Name:	12.1	1714.	
Address:	THE STATE OF THE S		
Telephone No.:	Fax No.:	e-mail:	
Supplier's Authorized Representative's Signature over Printed Name:		Date:	

#### **Terms and Conditions**

### A. Submission of Requirements

- 1. Signed quotation and other requirements stated below shall be placed inside a sealed envelope and shall be submitted to the Bids and Awards Committee (BAC) through the BAC Secretariat Head at CID Office, 2nd floor at DepED Division of Marikina City, Shoe Ave., Sta. Elena, Marikina City.
- 2. The sealed envelope should be properly marked and contain the following information:
  - a. Name of the project to be bid in CAPITAL LETTERS
  - b. Name and address of the bidder in CAPITAL LETTERS
  - c. Address of the Procuring Entity's BAC thru the BAC Chairperson
  - d. Signature of the bidder on the flap side of the sealed envelope

# **Purchase Request**

Department: DepEd Marikina City

ffice/Section: Supply Unit		P.R.NO.: <u>02-2018-020 DO</u> Responsibility Center Code:		Date: 2/27/2018	
Stock No.	UNIT	ITEM DESCRIPTION	QUANTITY	UNIT COST	TOTAL COST
1	pax	PM Snack	50	75.00	3,750.00
1	pax	Sotanghon Guisado w/ puto			
		Mineral Water, Banana			
		*** nothing follows ***			
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	4st Overter	by Meeting of Schools Rec	ord Custod	lian March	
Purpose:	1st Quarterly Meeting of Schools Record Custodian March , 2018 3,756				
	Requested by:		Approved		7
Signature Printed Name BIENVENIDO N. CON		APAY	SHERYLDT. GAMOLA		
Printed Name BIENVENIDO N. CONTAPAY  Designation AO IV, Records Unit				Office of the Schools Divisio	n Superintendent