

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-075**

To all Eligible Bidders:

I. Please quote your lowest price appraisal inclusive of VAT on the **"Supply and Delivery of Food for the Support Staffs during the conduct of Proficiency Test for Teacher Applicants on April 10, 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

II. **TOTAL APPROVED BUDGET FOR THE CONTRACT:** **Php 2,400.00**
III. **SUMMARY OF WORKS**

Item No.	ITEM & DESCRIPTION	QUANTITY	UNIT COST (Php)	TOTAL COST (Php)
1	Supply and Delivery of Food for the Support Staffs during the conduct of Proficiency Test for Teacher Applicants on April 10, 2018 <i>(see attached Detailed Estimate / Description and schedule)</i>	1 lot		
GRAND TOTAL:				

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

Bidder's Company Name:		TIN:	
Address:			
Telephone No.:	Fax No.:	e-mail:	
Supplier's Authorized Representative's Signature over Printed Name:			Date:

IV. 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

Office/Section: Personnel Unit	P.R.NO.: 03-2018-043 DD Responsibility Center Code:	Date: 03/19/2018
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Stock No.	UNIT	ITEM DESCRIPTION	QUANTITY	UNIT COST	TOTAL COST
1	pax	Day 1	16	150.00	P 2,400.00
		AM Snack - Clubhouse sandwich, bottled water			
		Lunch - Fried Chicken, chopsuey, Plain Rice, Banana, bottled water			
		nothing follows			
					P 2,400.00

Purpose:	Conduct of Proficiency Test- April 10, 2018
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Signature	Requested by: 	Approved by: 
Printed Name	ARACEL D. DY	SHERYL D. GAYOLA
Designation	Administrative Officer IV	OIC- Office of the Schools Division Superintendent