

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-078**

**To all Eligible Bidders:**

I. Please quote your lowest price appraisal inclusive of VAT on the **"Supply and Delivery of Food for the Participants during the Meeting of Division and School Screening Committee Members on April 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*  
**ELISA O. CERVEZA**  
 BAC Chairperson

II. **TOTAL APPROVED BUDGET FOR THE CONTRACT:**  
 III. **SUMMARY OF WORKS**

**Php 38,000.00**

Item No.	ITEM & DESCRIPTION	QUANTITY	UNIT COST (Php)	TOTAL COST (Php)
1	Supply and Delivery of Food for the Participants during the Meeting of Division and School Screening Committee Members on April 2018 <i>(see attached Detailed Estimate / Description and schedule)</i>	1 lot		
<b>GRAND TOTAL:</b>				

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, 2<sup>nd</sup> 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

**NAME OF SUPPLIER**

**PROJECT: Supply and Delivery of Food for the Participants during the Meeting of Division and School Screening Committee Members on April 2018**

**LOCATION: DIVISION OFFICE, MARIKINA CITY**

**OWNER: DEPARTMENT OF EDUCATION**

**SUBJECT: DETAILED ESTIMATE**

ITEM NO.	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
<b>1</b>	<b>Day 1 (K-10)</b>	<b>95</b>	<b>pax</b>		
	<b>AM Snack</b> clubhouse sandwich, bottled water				
	<b>Lunch</b> fried chicken, lumpiang sanghai, plain rice, banana, bottled water				
	<b>PM Snack</b> tuna sandwich, bottled juice				
<b>2</b>	<b>Day 2 (SHS)</b>	<b>95</b>	<b>pax</b>		
	<b>AM Snack</b> ham and egg sandwich, water				
	<b>Lunch</b> pork BBQ, chopsuey, plain rice, bottled water				
	<b>PM Snack</b> nachos, pancit canton, bottled juice				
<b>GRAND TOTAL :</b>					

Prepared by:

\_\_\_\_\_  
Name and Signature of Supplier or duly Authorized Representative:

Contact Number: \_\_\_\_\_

