

REPUBLIC OF THE PHILIPPINES  
 DEPARTMENT OF EDUCATION  
 NATIONAL CAPITAL REGION 22  
 DIVISION OF MARIKINA CITY  
**BIDS AND AWARDS COMMITTEE**



**Request for Quotation (RFQ)**

Date: **October 5, 2021**  
 Quotation No. **DepEd-21-SDO-0177**  
 PR Nos.: **2021-09-153,157,164, 167-169**  
**09-173-174, 176, 179,**  
**09-180, 184, 192 D.O.**  
 SVP

**To all Eligible Suppliers/Bidders:**

**I.** Please quote your lowest price appraisal inclusive of VAT on all/each items below for the **"Supply and Delivery of Food for the Participants/TWG (onsite) for the Various Trainings/Webinars of SDO Marikina City for the 4<sup>th</sup> Quarter 2021"**. This is subject to the Terms and Conditions of this RFQ. **Submit your quotation duly signed by your representative not later than 9:00 A.M. of October 11, 2021. The opening of quotation shall be on the same date, 9:15 A.M. at the Division Office and/or video teleconference, Schools Division Office, Sta. Elena, Marikina City.** For more information, please call the BAC Secretariat at Telephone No. (02) 682-39-89.

  
**ELISA Q. CERVEZA**  
 BAC Chairperson

**II. TOTAL APPROVED BUDGET: Php375,675.00**

**III. SUMMARY OF ITEMS/WORKS**

Item No.	ITEM & DESCRIPTION	QUANTITY	UNIT COST (Php)	TOTAL COST (Php)
1.	<b>Supply and Delivery of Food for the Participants/TWG (onsite) for the Various Trainings/Webinars of SDO Marikina City for the 4th Quarter 2021</b>  <b>*Please see attached Detailed Estimate</b>	1 lot		
	<b>TOTAL</b>			

This is to submit our price quotations indicated above 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**

- 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 Office, 2<sup>nd</sup> floor at DepEd Division Office of Marikina City, Shoe Ave., Sta. Elena, Marikina City or through Courier Services. Soft copy of the requirements may also be sent through this email address: **leilani.villanueva@deped.gov.ph**

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
  - d. Signature of the bidder on the flap side of the sealed envelope.
3. Supplier shall submit the following requirements:
  - a. Duly signed Request for Quotation (RFQ) with Filled up detailed estimate of appraisal, (Prices shall be quoted in Philippine Pesos)
  - b. G-EPS/PhilGeps Registration Certificate/Number
  - c. Valid Mayor's permit
  - d. DTI Registration or SEC Registration or CDA Registration
  - e. Income Tax Return/Business Tax Return
  - f. Omnibus Sworn Statement

#### **V. Instructions**

1. This quotation and the bidder's written acceptance will constitute a binding contract between procuring entity and bidder. The Procuring Entity is not bound to accept the lowest or any quotation received without the accompanying requirements stated above.
2. Quotation shall remain valid for a period of not less than thirty (30) calendar days after the deadline date specified for submission.
3. Quotation must be equal or lower than the approved budget of the contract of the Implementing Unit. The price quoted by the supplier/ bidder shall be fixed for the duration of the bid validity and the contract.
4. Supplier/ Bidder shall pick up the contract issued in its favour within three calendar days from date of receipt to that effect. A telephone call or fax transmission shall constitute an official notice to the bidder.

#### **VI. Award**

1. The Procuring Entity will award the contract to the supplier/bidder whose offer has been determined to be substantially responsive and who offered the lowest evaluated price quotation.
2. The Procuring Entity reserves the right to accept or reject any quotation and to cancel the process of competition and reject all quotations at any time prior to the award of the Contract, without thereby incurring any liability to the affected Supplier(s)/Bidder(s) or any obligation to inform the affected Supplier(s)/Bidder(s) of the grounds for the Procuring Entity's decision.
3. The Supplier/Bidder whose quotation has been accepted will be notified by the Procuring Entity prior to the expiration of the validity period of the Quotation.

#### **VII. Delivery, Inspection and Acceptance**

1. Service/goods for the program shall be delivered on the time and place specified in the contract/ PO.

#### **VIII. Terms of Payment:**

Payments shall only be processed after completion of the Delivery of all services listed in the Purchase Order/ Contract.

**\*DETAILED ESTIMATE**

PROJECT : "Supply and Delivery of Food for the Participants/TWG (onsite) for the Various Trainings/Webinars of SDO Marikina City for the 4th Quarter 2021" (RFQ-177)

OWNER : Department of Education – SDO Marikina City

Item No.	ITEM & DESCRIPTION	QUANTITY	UNIT	UNIT COST (Php)	TOTAL COST (Php)
<b>ESP HEART for Secondary Teachers (Holistic Educational Approaches for Responsive Teaching in ESP)</b>					
1	DAY 1- October 27, 2021 AM Snack: Pancit and Kakanin (regular serving) and water (500 ml) LUNCH: Steamed rice (1 cup), pork menudo (regular serving), banana (1 pc.), bottled water (500 ml) PM Snack: Spaghetti (regular serving), garlic bread ( 2 pcs.) water (500 ml)	8	pack		
	DAY 2- November 3, 2021 AM Snack: Goto (regular serving) Tokwa't Baboy (regular serving), water (500 ml) LUNCH: Steamed rice (1 cup), fried chicken (regular serving), fried lumpia (3 pcs.), buko pandan (regular serving), bottled water (500 ml) PM Snack: Club House Sandwich (regular serving) & water (500 ml)	8	pack		
	DAY 3- November 10, 2021 AM snack: Champorado (regular serving), Dried Fish (2 pcs.) & water (500 ml) LUNCH: Steamed rice (1 cup), pork sinigang (regular serving), mix vegetable (regular serving), orange (1 pc), bottled water (500 ml) PM Snack: Pancit canton (regular serving), turones (2 pcs.),water (500 ml)	8	pack		
	DAY 4- November 17, 2021 AM Snack: Tapsilog (regular serving) and water (500 ml) LUNCH: Steamed rice (1 cup), chicken curry (regular serving), banana (1 pc.), bottled water (500 ml) PM Snack: Baked mac (regular serving), garlic bread ( 2 pcs.) water (500 ml)	8	pack		

	<p>DAY 5- November 24, 2021  AM Snack: Goto (regular serving) Tokwa't Baboy (regular serving), water (500 ml)  LUNCH: Steamed rice (1 cup), lechon kawali (regular serving), chopseuy (regular serving), bottled water (500 ml)  PM Snack: Club House, sandwich (reg. serving) &amp; water (500 ml)</p>	8	pack		
<b>Self-Care Activities for SDO Personnel as part of the Mental Health and Psychological Support System amidst the COVID-19 pandemic</b>					
2	<p>(1st Set)  November 16 to 19, 2021  AM SNACKS  Baked Macaroni (medium serving), clubhouse sandwich, Iced tea, 350 ml bottled water  LUNCH  Nilagang baka, 1 fried galunggong, Ginataang Langka, 1 cup steamed Rice, Buko Salad, Mango Juice , 350 ml bottled water  PM SNACKS  Pancit Palabok (med. serving), 2 pcs Lumpiang Toge, 2 pcs Minatamis na saging, Orange Juice, 350 ml bottled water</p>	132	pack		
	<p>(2nd Set)  November 23-26, 2021  AM SNACKS  Pancit bihon (medium serving), 2 pcs turon, 2 pcs puto, orange juice, 350 ml bottled water  LUNCH  2 pcs fried chicken, chopsuey (small servings) , 1 cup steamed Rice, Buko pandan, Iced tea , 350 ml bottled water  PM SNACKS  Carbonara (medium serving), 2 pcs garlic bread, Mango Juice, 350 ml bottled water</p>	132	pack		
	<p>(3rd Set)  December 14-17, 2021  AM SNACKS  Sopas (medium serving), 2 pcs turon, 2 pcs puto, mango juice, 350 ml bottled water  LUNCH  2 pcs pork chop, chopsuey (small servings) , 1 cup steamed Rice, Buko pandan, Iced tea , 350 ml bottled water  PM SNACKS  Spaghetti (medium serving), 2 pcs garlic bread, Mango Juice, 350 ml bottled water</p>	132	pack		

**Write-shop on Localized Freedom of Information (FOI) Manual - Drafting Phase**

	<p>Day 1 – November 24, 2021            AM Snack            1 Bottled Purified Water, 350 ml            1 Goto (small serving)            1 Tokwa at Baboy (small serving)            Lunch            1 Bottled Purified Water, 350 ml            1 Pork Sinigang (regular serving), 1 piece fried fish            1 cup of steamed rice, 1 banana            PM Snack            1 Iced Tea, 350 ml            1 Carbonara (small serving)            2 pieces of Garlic bread, regular size</p>	26	Pack		
3	<p>Day 2 - November 25, 2021            AM Snack            1 Bottled Purified Water, 350 ml            1 Pancit Bihon (small serving)            2 pieces of Puto (regular size)            Lunch            1 Bottled Purified Water, 350 ml            1 Chopsuey (small serving)            1 piece, Fried Chicken            1 cup of steamed rice            1 cup of fruit salad            PM Snack            1 Orange Juice, 350 ml            1 piece Hamburger            1 Fries (small serving)</p>	26	Pack		
	<p>Day 3 – November 26, 2021            AM Snack            1 Bottled Purified Water, 350 ml            1 Clubhouse Sandwich            1 Apple            Lunch            1 Bottled Purified Water, 350 ml            2 pieces, Pork Steak            1 cup, steamed rice            1 piece Ponkan            PM Snack            1 Bottled Purified Water, 350 ml            1 Bake Macaroni (small serving)            2 pcs of Garlic bread, reg. size</p>	26	pack		

**Induction Program for 2021 Newly Hired Teachers**

4	<p>Day 1 November 5, 2021            PM Snacks - Pancit mix bihon, pancit canton &amp; pineapple juice (350 ml)            Day 2 November 12, 2021            PM Snacks - 2 pcs special turon &amp; pineapple juice (350 ml)            Day 3 November 19, 2021            PM Snacks - baked macaroni &amp; mineral water (500 ml)</p>	10	pack		
---	--	----	------	--	--

**OPLAN to SOAR (Planning and Post Implementation Meeting)**

5	Day 1 November 2, 2021 AM Snack: Tapsilog (regular serving) and water (500 ml) LUNCH: Steamed rice (1 cup), pork adobo (regular serving), banana (1 pc.), bottled water (500 ml) PM Snack: baked mac (regular serving), garlic bread (2 pcs.) water (500 ml)	15	pack		
	Day 2 – November 27, 2021 AM Snack: Goto (regular serving) Tokwa't Baboy (regular serving), water (500 ml) LUNCH: Steamed rice (1 cup), fried chicken (regular serving), fried lumpiang shanghai (3 pcs.), buko pandan (regular serving), bottled water (500 ml) PM Snack: Club House Sandwich (regular serving) & water (500 ml)	15	pack		
<b>Project IMPROVE "Orientation-Training of SDO Personnel, School Leaders and Financial Staff</b>					
6	DAY 1 - NOVEMBER 2, 2021 AM SNACK Spaghetti (regular serving) Garlic bread (2 pcs.) Bottled water purified (1 pc, 500 ml) LUNCH Chicken Tinola (regular serving) Fried Tilapia (1 pc - small) Steamed Rice (1 cup) Bottled water purified (1 pc, 500 ml) Banana (1 pc.) PM SNACK Clubhouse (regular serving) Bottled water purified (1 pc, 500 ml)	19	pack		
	DAY 2 - NOVEMBER 3, 2021 AM SNACK Beef Mami (regular serving) 2 pcs. Puto (regular serving) Bottled water purified (1 pc, 500 ml) LUNCH Chopseuy (regular serving) Fried Porkchop (1 pc - regular serving) Steamed Rice (1 cup) Bottled water purified (1 pc, 500 ml) Dessert (Orange/Ponkan) PM SNACK Ham and Egg Sandwich (regular serving), Bottled water purified (1 pc, 500 ml)	19	pack		

**Enhanced Electronic Remedial Reading PLUS**

7	<p>DAY 1- November 18, 2021            AM Snack Pancit and Kakanin (regular serving) and water (500 ml)            LUNCH: Steamed rice (1 cup), Chicken (1 pc.), Lumpiang shanghai (3 pcs.) banana (1 pc.), bottled water (500 ml)            PM Snack: Tuna Pesto (regular serving), garlic bread (2 pcs.) water (500 ml)</p>	17	pack		
	<p>DAY 2- November 19, 2021            AM Snack: Goto (regular serving) Tokwa't Baboy (regular serving) , water (500 ml)            LUNCH: Steamed rice (1 cup), fried Tilapia (regular serving), Chopsuey (regular serving), buko pandan (regular serving), bottled water (500 ml)            PM Snack: Club House Sandwich (regular serving) &amp; water (500 ml)</p>	17	pack		
	<p>DAY 3- November 22, 2021            AM snack: Champorado (regular serving), Dried Fish (2 pcs.) &amp; water (500 ml)            LUNCH: Steamed rice (1 cup), pork sinigang (regular serving), mix vegetable (regular serving), orange (1 pc), bottled water (500 ml)            PM Snack :Pancit canton (regular serving), turones (2 pcs.),water (500 ml)</p>	17	pack		
	<p>DAY 4- November 23, 2021            AM Snack Pancit and Kakanin (regular serving) and water (500 ml)            LUNCH: Steamed rice (1 cup), Ginataang tilapia (regular serving) mixed vegetable (regular serving), banana (1 pc.), bottled water (500 ml)            PM Snack :Pancit Palabok (regular serving), garlic bread ( 2 pcs.) water (500 ml)</p>	17	pack		
	<p>DAY 5- November 24, 2021            AM Snack : Goto (regular serving) Tokwa't Baboy (regular serving) , water (500 ml)            LUNCH: Steamed rice (1 cup), Sinigang sa miso (bangus) (regular serving), mixed vegetable (regular serving), orange (1 pc), bottled water (500 ml)            PM Snack: Carbonara (regular serving), garlic bread (2 pcs) &amp; water (500 ml)</p>	17	pack		

	<p>DAY 6- November 25, 2021  AM snack: Sopas (regular serving) bread (2 pcs.), &amp; water (500 ml)  LUNCH: Steamed rice (1 cup), pork Adobo (regular serving), mix vegetable (regular serving), orange (1 pc), bottled water (500 ml)  PM Snack :Bananacue (3 pcs.),water (500 ml)</p>	17	pack		
	<p>DAY 7- November 26, 2021  AM Snack Champorado (regular serving) Dried fish (2 pcs.) and water (500 ml)  LUNCH: Steamed rice (1 cup), Fried tilapia (regular serving), lumpiang sariwa (regular serving) orange (1 pc.), bottled water (500 ml)  PM Snack :Pancit Bihon (regular serving), kakanin (regular serving) water (500 ml)</p>	17	pack		
<b>Project KAAGAPAY</b>					
8	<p>DAY 1 - November 24, 2021  LUNCH  Chopsuey (small serving)  Fried Porkchop (1 pc)  Steamed Rice (1 cup)  Mango (1 slice)  Bottle water purified (350 ml)  PM SNACKS  Spaghetti (small serving)  Garlic bread (2 pcs)  Bottled water purified (350 ml)</p>	15			
	<p>DAY 2 - November 25, 2021  LUNCH  Chicken tinola (small serving)  Fried tilapia (small – 1 pc)  Steamed Rice (1 cup)  Bottled water purified (350 ml)  Dessert (orange/ponkan)  PM SNACKS  Clubhouse (1 pc)  Bottled water purified (350 ml)</p>	15			
	<p>DAY 3 - November 26, 2021  LUNCH  Chicken pork adobo (small serving)  Ginisang monggo with malunggay  Steamed Rice (1 cup)  Bottle water purified (350 ml)  Ripe Banana (1 pc.)  PM SNACKS  Hotdog sandwich  Bottle water purified (350 ml)</p>	15			



<b>PRAISE 2021</b>					
9	December 22, 2021 Chicken Cordon Bleu, Roast Beef with Mashed Potato, Buttered Veggies, Steamed rice, banana, bottled water, pineapple juice in can, leche flan Pasta Penne in Carbona sauce, toasted bread and water, bottled softdrinks	38	pack		
<b>PRAISE Retirees</b>					
10	December 17, 2021 Merienda cena pork /beef skewers chicken teriyaki pancit palabok ice creme crepe	31	pack		
<b>Program Implementation Review (PIR) and Year-End Assessment</b>					
11	DAY 1 - December 9, 2021 AM SNACKS Bottled purified water 350ml Pancit canton/bihon (small serving) Mamon bread 1 pc LUNCH Bottled purified water 350ml Chopsuey (small serving) 1 pc fried chicken 1 cup steamed rice 1 pc orange/ponkan PM SNACKS Pineapple juice (in can) 1pc cheese burger	24	pack		
	DAY 2 - December 10, 2021 AM SNACKS Bottled purified water 350ml Goto (small serving), 1 boiled egg, Tokwa at baboy (small serving) LUNCH Bottled purified water 350ml Pork sinigang (reg. serving) 1 pc fried fish (reg. serving) 1 cup steamed rice 1 banana PM SNACKS Pineapple Juice (in can) Carbonara (small serving) Garlic bread, 2pcs	24	pack		

<b>iSCISTORY PLUS VL (Interactive Science Story Plus Video Lessons in Four Disciplines)</b>					
12	DAY 1- December 3, 2021 AM Snack: Pancit and Kakanin (regular serving) and water (500 ml) LUNCH: Steamed rice (1 cup), chopseuy (regular serving), fried tilapia (regular serving), banana (1 pc.), bottled water (500 ml) PM Snack: Spaghetti (regular serving), garlic bread ( 2 pcs.) water (500 ml)	11	pack		
	DAY 2- December 10, 2021 AM Snack: Goto (regular serving) Tokwa't Baboy (regular serving), water (500 ml) LUNCH: Steamed rice (1 cup), fried chicken (regular serving), fried lumpiang shanghai (3 pcs.), buko pandan (regular serving), bottled watter (500 ml) PM Snack: Club House Sandwich (regular serving) & water (500 ml)	11	pack		
	DAY 3- December 17, 2021 AM snack: Champorado (regular serving), Dried Fish (2 pcs.) & water (500 ml) LUNCH: Steamed rice (1 cup), pork sinigang (regular serving), mix vegetable (regular serving), orange (1 pc), bottled watter (500 ml) PM Snack: Pancit canton (regular serving), turones (2 pcs.),water (500 ml)	11	pack		
	<b>***nothing follows***</b>				
	<b>TOTAL</b>				

**Note: The supplier shall eliminate the use of non-essential disposable products like plastic bags, single use utensils, etc. when disposable products are used, the supplier shall use recycled materials where possible.**

---

Signature of Authorized Representative over Printed Name