



Department of Education
Region XII
DIVISION OF SOUTH COTABATO
City of Koronadal

Tel. Nos. (083) 228-3742, 228-3801, Fax Nos. (083) 228-5919, 228-6458



Date: July 2, 2019
RFQ No.: DSC-19-07-092
Mode of Procurement: NP-SVP

Request for Quotation (RFQ)

I. Please quote your lowest price inclusive of VAT on the item(s) listed below, subject to the Terms and Conditions of this RFQ. Submission of this duly signed quotation with your eligibility documents is not later than **1:00 p.m. of July 8, 2019** at Bids and Awards Committee Office (BAC), DepEd South Cotabato Division, Alunan Ave., Koronadal City. Open quotation may be submitted, manually or through facsimile-083 228 3742 or email at bacsec_depedsocot@yahoo.com. Quotation that exceeds the approved budget for the contract (ABC) (per item/per lot) shall be rejected. Evaluation and award shall be done on a (per item/per lot) basis. For more information please call us at Telephone Nos.: (083) 228-3742, c/o **Ms. Mary Jane C. Sunga**, BAC-Secretariat Chairperson. Prospective supplier shall be responsible to verify herein items from DepEd.- So. Cot. Division, Property and Supply Unit c/o **Mr. Ray O. Lloren**, Administrative Officer IV - Supply Officer at Telephone No. (083) 228-5269.

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LALAIN SJ. MANUNTAG, Ph.D
Chief, CID
Bids and Awards Committee - Chairperson

Instructions:

1. Accomplish this RFQ correctly and accurately.
2. Do not alter the contents of this form in any way.
- 3 Technical Specifications with asterisks (*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
4. Failure to follow these instructions will disqualify your entire quotation.

Legend:

*** Mandatory Requirements. Failure to comply with any of the mandatory requirements will disqualify your quotation.**

II. Particulars

Item/ Lot No.	Item Description / Technical Specification	Approved Budget for the Contract (ABC) in Php.	Quantity	Unit of Issue	Compliance		Unit price	TOTAL PRICE in Pesos (Qty x Unit Price)
					YES	NO		
1	Supply and Delivery of Meals and Snacks for	2,800.00	8	pax				
	the conduct of Pre-work Activity on Storybook Writing							
	in MTB-MLE, English and Filipino for Kinder to Grade 3							
	on August 28, 2019 at LRMDs Office DepEd							
	Division of South Cotabato							
	Inclusions:							
	1 Lunch *							
	2 Snacks (a.m & p.m)*							
	8 bottles of purified water *							

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Menu									
* August 28, 2019									
AM Snacks: Meaty (Non-Pork) Club House Sandwich and Calamansi Juice									
Lunch: Rice, Tinolang Manok (Native), Beef Steak and Fruits and Juice*									
PM Snacks: Rice Turon and Four Season Juice*									
x-x-x-x-x									
Note:									
1. Use only Biodegradable containers/packaging									
2. For Drinks: Water & Fruit Juices only (No softdrinks)									
TOTAL AMOUNT IN FIGURES:									
TOTAL AMOUNT IN WORDS:									

Terms and Conditions:

1. Delivery Period: One (1) Calendar day from Supplier's receipt of Purchase Order (PO)
2. Delivery Site: LRMS Office, DepEd-Division of South Cotabato, Alunan Ave., Koronadal City
3. Price Validity: 120 days from submission of quotation
4. Warranty: 6 months for supplies & materials; 1 year for equipment, from the date of acceptance by the procuring entity.
5. Payment Term: 15 Days

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

Supplier's Business Name: _____

Address: _____

TIN: _____

Tel. No.: _____ Fax No.: _____

e-mail _____

Supplier's signature over printed name: _____

Date: _____

Canvasser: _____

NOTE: Please attach the following eligibility requirements upon submission of quotation.

___ 1 PhilGeps Registration No.: _____

___ 5

Certificate of Tax Exemption (for Cooperatives)

___ 2 Mayor's Permit/Business Permit

___ 6

Certificate of Compliance/Good Standing (for Cooperatives)

___ 3 DTI (if sole proprietorship)

___ 7

Omnibus Sworn Statement (for lowest bidder for NP-SVP)

___ 4 Income & Business Tax Returns & BIR Cert. of Registration

1 ___ 2 ___ 3 ___ 4 ___ 5 ___ 6 ___ 7 ___