



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

REQUEST FOR QUOTATION

Date : 16 August 2024

PR No.: 2024-08-0084

Name of Company : _____
Address : _____
TIN : _____
PhilGEPS Registration No. : _____

The DepEd Division of Batangas, through its Bids and Awards Committee (BAC), intends to procure goods/services through Negotiated Procurement – Small Value Procurement under Section 53.9 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 for the project: **PR No.: 2024-05-0058- Food and Catering Services for the conduct of PAUSE AND REFLECT ACTIVITY FOR THE IMPLEMENTATION OF TEEN HEALTH KIOSK IN SCHOOLS on August 27, 2024 at 3rd floor of the New Government Building, San Jose Municipal Hall, San Jose, Batangas with an Approved Budget for the Contract (ABC) of Eighteen Thousand Pesos only (Php 18,000.00).**

Delivery Period: One (1) day

Please quote your **best offer** for the item/s described herein, subject to the Terms and Conditions provided on the last page of this RFQ. Kindly submit this RFQ via e-mail at bac.sdobatangas@deped.gov.ph or in a sealed envelope, and/or courier duly signed by your authorized representative submitted to BAC Office, DepEd Division of Batangas **not later than 19 August 2024 at 10:00 AM.**

A copy of the following documentary requirements must be submitted as part of your quotation: (not applicable for government venues)

1. Valid and Current Mayor's Permit
2. PhilGEPS Registration
3. Valid Tax Clearance
4. Latest Income/Business Tax Return (for ABC of 500k and above)
5. Omnibus Sworn Statement (template attached hereto as Annex "B")

For validation purposes, **kindly attach a screenshot of your PhilGEPS registration account, page, or dashboard.** Lastly, please be informed that submission of a copy of **BIR 2303 (align with the requirements to the project being procured) and notarized Omnibus Sworn Statement** shall be required from the winning bidder prior to issuance of notice of award.

For any clarification, you may contact us via email at bac.sdobatangas@deped.gov.ph


GREGORIO T. MUECO, CESO VI
BAC Chairperson



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INSTRUCTIONS:

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the contents of this form in any way.
- (3) All technical specifications 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.

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

PR No: 2024-08-0084 – Food and Catering Services for the conduct of Pause and Reflect Activity for the Implementation of Teen Health Kiosk in Schools on August 27, 2024
PR No: 2024-08-0084

<i>Description/Technical Specifications</i>	<i>Quantity</i>	<i>Statement of Compliance</i>
Food and Catering Services Day 1 AM Snack - Snacks & drinks Lunch - rice, 2 viands, vegetables, desserts and water PM Snack - sandwich & drinks	30	



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City
Telephone:(043)722-1840 / 722-1796
Email Address: deped.batangas@deped.gov.ph
Website:www.depedbatangas.com

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TERMS AND CONDITIONS:

1. Suppliers/Service providers shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for **thirty (30) calendar days** from the date of submission.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties, and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest calculated and responsive quotation that complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
8. The DepEd SDO Batangas shall have the right to conduct onsite visits to verify their conformity to the technical specifications.
9. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DepEd SDO Batangas shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
10. The DepEd Batangas reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time before contract award, without incurring any liability to the affected bidder or bidders.

Signature over Printed Name:	
Position/Designation:	
Office Telephone/Mobile No.:	
Email address:	