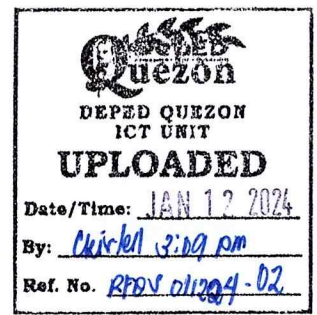




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



Bids and Awards Committee

RFQ No. **2024-004-RFQS**
Date :January 12,2024

REQUEST FOR QUOTATION

The Department of Education, Division of Quezon, through its Bids and Awards Committee (BAC), will undertake a **Negotiated Procurement through Small Value Procurement** for the requirement on Food Delivery for the activity with title **“1st DIVISION MANAGEMENT COMMITTEE MEETING FOR C.Y, 2024” on January 22,2024**, in accordance with Section 53.2 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : **1st DIVISION MANAGEMENT COMMITTEE MEETING FOR C.Y, 2024**

Approved Budget for the : **Five Hundred Seventy Six Thousand Pesos Only (P576,000.00)**

Source of Fund : **Registration Fee**

Specifications : **See attached Annex “A” for the detailed requirements**

Location : **Tiaong Convention Center, Tiaong, Quezon**

Delivery Term : **Within one (1) calendar day upon receipt of Notice to Proceed**

Interested suppliers are required to submit their valid and current Mayor’s permit, Income/Business Tax Return (for ABCs above Php500k), Philgeps Registration and Omnibus Sworn Statement, upon submission of quotation. PhilGEPS Platinum Membership may be submitted in lieu of the Mayor’s/ Business Permit and the PhilGEPS Registration Number.

Award of contract shall be made to the lowest quotation on a per lot basis, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

DEPEDQUEZON-TM-SDS-04-025-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164,
(042) 784-0391, (042) 784-0321



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

Any interlineations, erasures or overwriting shall be valid only if there are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 9:00 p.m. of January 16, 2024 at DepED, Division of Quezon, Talipan, Pagbilao, Quezon. Please submit your quotation in a sealed envelope addressed to:

Hilariona E. Coronado
AO IV/ Procurement Officer
DepEd- Division of Quezon
Talipan, Pagbilao, Quezon

For inquiries, you may contact us at tel. nos. 042-784-0366 look for Floricel R. Lagos

Very truly yours,


GREGORIO T. MUECO
BAC Chairman

DEPEDQUEZON-TM-SDS-04-025-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164,
(042) 784-0391, (042) 784-0321



Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE

Annex "A"

PRICE QUOTATION FORM

Date _____

The Bids and Awards Committee
 DepED, Division of Quezon
 Talipan, Pagbilao, Quezon

Sir/Madam:

Project Description	Item No.	Item Description	Qty	Unit Cost	Total Cost	Supplier Unit Cost	Supplier Total Cost
1st DIVISION MANAGEMENT COMMITTEE MEETING FOR C.Y, 2024 Source of Fund : Registration	1	Food Delivery Inclusion of chairs for the participants and table set-up (presidential table)					
		AM Snack , Lunch, and PM Snack	960	600.00	576,000.00		

TOTAL ABC----- P576,000.00

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s, as follows:

TOTAL AMOUNT IN WORDS

Signature Over Printed Name of Bidder

DEPEDQUEZON-TM-SDS-04-025-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
 Trunkline #: (042) 784-0366, (042) 784-0164,
 (042) 784-0391, (042) 784-0321



DepEdTayoQuezon



www.depedquezon.com.ph



quezon@deped.gov.ph



Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE

Annex "B"

Technical Specifications

Bidders must state here either **"To Comply"** or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification".

Description	Technical Specifications	Bidder's Statement
	<p>DATE OF ACTIVITY : JANUARY 22,2024 VENUE: TIAONG CONVENTION CENTER, TIAONG , QUEZON</p> <p>I. Catering Services*</p> <p>: Flexibility of menu to accommodate Guest with preference in food due to religious beliefs and health condition.</p> <p>1. Meals for the participants*:</p> <p>a. Day 1 :</p> <p>i. One (1) Packed AM Snack for 960 participants ii. One (1) Packed Lunch for 960 participants *; iii. One (1) Packed PM Snack for 960 participants and</p> <p>3. Meals should be composed of the following*:</p> <p>a. Packed Breakfast, AM/PM Snack, Lunch and Dinner:</p> <p>i. Salad or Soup*; ii. Main Course consisting of at least two (2) variants of meat or at least one (1) variant of meat and one (1) variant of fish and one (1) variant of vegetables* iii. Rice*; iv. Dessert*; and v. Provision of free freely-flowing brewed coffee and/or tea (no additional charge)*.</p> <p>b. Drinks:</p> <p>i. At least one (1) round of iced tea or juice for every meal and every snack*; and ii. Provision of free freely-flowing brewed coffee and/or tea (no additional charge)*.</p>	<p>Of Compliance</p>

DEPEDQUEZON-TM-SDS-04-025-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
 Trunkline #: (042) 784-0366, (042) 784-0164,
 (042) 784-0391, (042) 784-0321



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

VI. Client's satisfactory rating based on online hotel reviews or GPPB-TSO General Evaluation Rating Result for the past year, if applicable. *Mandatory Requirements_ Observance of Safety Health Protocols **** nothing follows ****	
--	--

I hereby certify to comply with all the above Technical Specifications.

Name of Bidder

Signature Over Printed Name of Representative

Date

DEPEDQUEZON-TM-SDS-04-025-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164,
(042) 784-0391, (042) 784-0321

DepEdTayoQuezon

www.depedquezon.com.ph

quezon@deped.gov.ph



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

CHECKLIST OF ELIGIBILITY AND TECHNICAL DOCUMENTS FOR SUBMISSION

Class "A" Documents

1. Legal Documents

- Philgeps Registration
- Mayor's/Business Permit
- DTI or SEC Registration
- BIR Certificate of Registration
- Income/Business Tax Return (for ABCs above 500k)

2. Technical Documents

- Notarized Omnibus Sworn Statement
- Authority of the Signatory

Class "B" Documents

- JVA or the Duly Notarized Statement in accordance with Section 23.1(b) of the 2016 Revised IRR, if applicable

Notes:

- 1. All documents must be prepared in **two (2) sets of copies, one (1) original copy and one (1) photocopy***
- 2. The proposal shall be accompanied by the aforementioned documents, otherwise, non-submission of which shall result to disqualification of proposal.*

DEPEDQUEZON-TM-SDS-04-025-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164,
(042) 784-0391, (042) 784-0321