

**REQUEST FOR QUOTATION**  
No. : 2025-12-574

December 22, 2025

**To: All Eligible Bidders**

1. Please quote your lowest price inclusive of VAT on the items listed below, subject to the Terms and Conditions of this RFQ. Submit your quotation duly signed by your authorized representative at the DepEd Division of Zamboanga Sibugay, Pangil, Ipil, Zamboanga Sibugay not later than 26 DEC 2025. Receipt of at least one (1) of this quotation is sufficient to proceed with the evaluation.

2. **Term and Conditions**

- a. All entries must be **READABLE/ TYPEWRITTEN**.
- b. Please fill up the blank section/ columns (Unit price, total price including the grand total).
- c. Price validity must be within sixty (60) calendar days.

**Note:** Eligibility requirements must be attach in every Request for Quotation and duly authenticated or certified true copy for the following documents:

- Mayor's Permit
- Philreps Registration Member
- Income/Business Tax Return for ABC's with 500,000.00 and above
- Omnibus Sworn Statement for ABC's with 50,000.00 (for winning bidder)
- c. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment and other services from date of acceptance by the procuring entity.

**FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL.**

3. Quotation that exceeds the Approved Budget for the Contract (ABC) shall be automatically disqualified.

  
COLLEEN L. EMORICHA, EdD., CESO VI  
BAC Chairman

*Note: The Head of the Procuring Entity reserves the right to review the quotation of the bidders and reject any and all bids, declare the failure of the procurement process at any time prior to the contract award or not to award the contract pursuant to existing guidelines, without incurring any liability.*

**Please return in sealed envelope and indicate the RFQ number.**

Item No.	Unit	Item Specification	Quantity	Unit Price	Total Price
		Congressional District 1			
	pax	Venue, Lunch and AM, PM Snacks good for 1 day on March 13, 2026	190		
		Congressional District 2			
	pax	Venue, Lunch and AM, PM Snacks good for 1 day on March 14, 2026	190		
		PMT-Lunch, and AM, PM Snacks good for 2 days on March 13-14, 2026	21		
		Menu:			
		Lunch-tinolang manok bisaya, grilled fish, isda kinilaw, vegetable salad, fruits			
		Snacks: AM-Egg pie, Juice			
		PM- Burger, Juice			
		Provision of ramps for participants with difficulty in walking and in climbing the stairs like those with disability and senior citizens, well-lit and ventilated venue and comfort rooms, thermo scanner for temperature check and alcohol for sanitation in the entire duration of the training/activity.			
		Charged to Organizational & Professional Development for Non-Teaching Personnel			
	ABC	274,300.00			
Purpose:	<i>Workshop on Financial Management</i>				
Suppliers Company Name:			Date:		
Address:			Tel. No.:		
TIN Number:			Cell. No.:		
Supplier's Signature Over Printed Name:			Email Add:		
			Fax No.:		



✉ Pangil, Ipil, Zamboanga Sibugay, 7001

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✉ DepEd Tayo Zamboanga Sibugay Division