



Republic of the Philippines
Department of Education
 Region I
 Schools Division Office
 San Carlos City, Pangasinan

REQUEST FOR QUOTATION

Reference No: 20241218-006; RFQ#111

Date: December 18, 2024
 Fund Code: ROI-23-1050
 MOP: Small Value Procurement
 Contact No.: 9276584036
 Contact Person: Vilma Beltran

Company/Business Name and Address

The Schools Division Office of San Carlos City, through the Bids and Awards Committee, now invites all qualified suppliers/bidders to quote the price **inclusive of VAT** on the items listed below. Submit your Quotation not later than **December 26, 2024, 9:00 AM** together with the following requirements, to wit:

1. Mayor's/Business Permit,
2. PhilGEPS Registration Number Certificate,
3. Certificate of Registration (BIR Form 2303),
4. Notarized Sworn Statement (revised) for ABC more than Php50,000.00.

Note:

1. The prospective bidder/supplier should have a **BIR registered Delivery Receipt/Service Invoice**.
2. The face of the envelope must contain the name of the Supplier/Bidder and the Name of the Project – similar to the manner of submission of bids in a Public Bidding.
3. It must be duly received by the RECORDS OFFICE through manual submission or send it through their e-mail address at records.sccp@deped.gov.ph at Schools Division Office of San Carlos City, Pangasinan, to be forwarded by personnel of Records Unit to the BAC Secretariat.
4. The submitted quotation shall be opened and read in the presence of the BAC Members and the undersigned or any representative in lieu of him/her.
5. The Winning Bidder should inform the Schools Division Superintendent of the delivery of goods in writing, three (3) days before the projected delivery through

VILMA V. BELTRAN
 BUYER/END-USER

GENERAL NAME OF THE ITEMS: CATERING SERVICES

Unit	Article	Quantity	Estimated Approved Unit Cost	Estimated Approved Total Cost	Quotation of Supplier		EVALUATION (Leave this space blank. For BAC/Evaluators only)
					Price per unit	Total Quotation	
pax	DAY 1: BREAKFAST 1 Serving Tapa Beef 1 Serving Creamy Scrambled Egg 1 Serving Toasted Danggit 1 Cup Fried Rice 1 glass Fruit Juice 1 pc Ponkan Day 1: AM SNACKS 1 cup serving Arroz Caldo with Puto 1 bottled Water (330ml) Day 1: LUNCH 1 cup serving Rice 1 serving Korean beef 1 serving mix vegetables 1 serving cordon bleu 1 cup buko fruit salad 1 glassFruit Juice Day 1: PM SNACKS 1 pc Siopao Asado 1 glass Pineapple Juice	74	800.00	59,200.00			
pax	Day 2: BREAKFAST 1 Serving of Scrambled Egg 1 Serving of Tapa (beff) 1 cup Plain Rice 1 Serving Longganisa 1 pc Lakatan Day 2: AM SNACKS 1 serving pasta with sliced Toasted Bread 1 Bottled Water (330ml) Day 2: LUNCH 1 cup serving Rice 1 serving Sweet and Sour Chicken 1 serving Tufo broccoli 1 serving Lechon Kawali 1 cup Chicken Macaroni Salad 1 bottled Water (330 ml)	74	700.00	51,800.00			
Notes: 1. Meals shall be served on time (AM Snacks- 10 AM, Lunch-12 Noon, PM Snacks- 3PM,); 2. Buffet table setting and arrangement shall be provided/done by the caterer in 1 venue. 3. The caterer shall provide updated sanitary permit issued by the city or municipal health office. 4. Food handlers and kitchen staff should have medical certificate; 5. The caterer shall provide food samples for sensory evaluation and acceptability test during opening of quotation 6. The supplier shall allot (5) buffer per day. 7. Unlimited Coffee/Choco Drink and Tea							
Total ABC: Php 110,000.00							

PURPOSE: SUPPLY OF MEALS FOR DIVISION ORIENTATION ON UTILIZATION OF LEARNING RESOURCES

Reviewed and Checked By:

BACTWG

Canvassed By

Signature of Dealer



Address: Roxas Blvd., San Carlos City, Pangasinan

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