



Republic of the Philippines
Department of Education
Region I

SCHOOLS DIVISION OFFICE OF SAN CARLOS CITY PANGASINAN

REQUEST FOR QUOTATION

Reference No: 20250702-001; RFQ#051

Date: July 2, 2025
Fund Code: ROI-25-0051
MOP: Small Value Procurement
Contact No.: 9507491336
Contact Person: MINERVA A. MUÑOZ

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 **July 9, 2025, 5:00 PM** 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. The quotation and the documentary requirements stated above must be duly received by the RECORDS OFFICE **through manual submission (onsite) or 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 the Records Office through manual submission or through their official e-mail address as indicated above.


MINERVA A. MUÑOZ
BUYER/END-USER

GENERAL NAME OF THE ITEMS:

Meals with Venue and Accommodation (live-in)

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	65	2000	P130,000.00			
	Breakfast						
	1pc. Ponkan (medium size)						
	1 serving Corned Beef Hash						
	1pc.Hard-Boiled Egg						
	1 serving Tomato & Onion slice						
	1 serving Toasted Danggit						
	1 cup of steamed/fried rice						
	Overflowing brewed coffee with sugar and cream						
	AM Snacks						
	1 Pancit Canton w/ 5 pc Puto						
	1 can chilled Orange Juice (220ml)						
	Lunch						
	1 serving Potato Soup						
	1 serving classic Chicken Adobo						
	1 serving Fish Escabeche						
	1 serving Pakbet Tagalog with Lechon Kawali						
	1 cup Steamed Rice						
	1 serving glass of House Blend Iced Tea						
	1 pc. Banana (medium size lakatan)						
	PM Snacks						
	1 serving Filipino Style Cheesy Spaghetti w/ Meatballs						
	1 can chilled Pineapple Juice (220ml)						
	Dinner						
	1 serving cream Asparagus Soup						
	1 serving Pan-Fried Pork Steak						
	1 pc.Chicken Inasal (medium size)						
	1 serving sauteed Mixed Vegetables						
	1 serving glass of house Blend Iced Tea						
	1 serving cooked rice, 1 cup						
	1 pc. Apple (medium size)						
pax	Day 2	65	2000	P130,000.00			



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MINERVA A. MUÑOZ

	Breakfast				
	1 pc. Apple (medium size)				
	1 serving Beef Tapa Strips				
	1 serving Scrambled Egg with Onions				
	1 pc. "Tinapa" (galunggong) with Kamatis				
	1 cup Garlic Rice				
	Overflowing Brewed Coffee with Sugar and Cream				
	AM Snacks				
	1 whole Egg sandwich				
	1 can chilled Four Session (220ml)				
	Lunch				
	1 serving Mushroom soup				
	1 serving Pork Adobo				
	1 serving Beef Teriyaki				
	1 Serving of Chopsuey w/ Quail Eggs				
	1 cup Steamed Rice				
	1 serving glass of house Blend Iced Tea				
	1 serving banana Fritters with Caramel Sause				
	PM Snacks				
	1 serving Bilo-Bilo				
	1 can chilled Pineapple Juice (220ml)				
	Dinner				
	1 serving Cream or Corn Soup				
	1 serving Braised Beef				
	1 serving Chicken Cordon Bleu				
	1 serving Stir-Fried Sprouted Mongo with Tokwa				
	1 serving cooked Rice, 1 cup				
	1 piece Orange (medium size)				
	1 serving glass of Iced Tea w/Lemon				
pax	Day 3	65	2000	P130,000.00	



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MINERVA A. MUÑOZ

	Breakfast				
	1 pc. Lakatan (medium size)				
	2 pcs. Spicy/Sweetened Longganisa				
	2 slices. Meatloaf				
	1 pc. Sunny-Side Up Egg				
	1 serving Tomato & Onion slice				
	1 cup Fried Rice				
	Overflowing brewed coffee with sugar and cream				
	AM Snacks				
	1 serving Tuna Pasta with 1 whole Toasted Bread				
	1 can chilled Mango juice (220ml)				
	Lunch				
	1 serving Potato Soup				
	1 serving Pininyahang Manok				
	1 serving Bistek na Bangus				
	1 serving of Beef Consomme				
	1 cup steamed Rice				
	1 serving Glass of House Blend Iced Tea				
	1 small cup Buko Pandan				
	PM Snacks				
	1 serving Pancit Bihon Guisado				
	1 pc. Pork Empanada				
	1 Glass of cold Cucumber Juice				
	Dinner				
	1 serving Egg Drop Soup				
	1 serving Beefsteak				
	1 serving Roasted Pork with Mashed Potato				
	1 serving Sauteed Chayote-beans				
	1 serving Cooked rice, 1 cup				
	1 pc Banana Lakatan				
	1 can chilled Pineapple Juice (220ml)				
Inclusions:	1.Free supply of purified drinking water with water dispenser and disposal plastic cups 2.Free supply of choco, coffee, creamer and sugar with styro cups 3.Free supply of boiled peanuts or sliced fruits in season. 4.The caterer is in-charge of serving and dishing out during the activity. 5. Buffet style for breakfast and managed buffet style for the rest of the meals and snacks to be served. 6. Buffer of 3-5 pax for the division/regional monitoring team. 7. Venue shall provide recreational amenities (ktv bar, swimming pool, etc.) for the participants. 8. Provision of stable internet connection 9. Availability of projector and white screen 10. Room accommodation shall be shared by 2 (1 bed per pax) 11. Tarpaulin (5ft x 4ft)				
	Total ABC: Php 390,000.00				

PURPOSE: PROCUREMENT OF MEALS AND SNACKS INCLUSIVE OF TARPAULIN, VENUE AND ACCOMMODATION (LIVE-IN) FOR THE CONDUCT OF CLUSTER ADM CONVERGENCE AMONG SOUTHWESTERN SDO OF REGION I

Canvassed By

Signature of Dealer



Address: Roxas Blvd., San Carlos City, Pangasinan, Philippines,
Telephone No. 075-523 4527
Website: <https://sdosancarloscity1.com>
Email Address: sancarlos.city1@deped.gov.ph