



Republic of the Philippines  
Department of Education  
Region I

SCHOOLS DIVISION OFFICE OF SAN CARLOS CITY PANGASINAN

REQUEST FOR QUOTATION

Reference No: 20260803-002; RFQ# 083

Date: August 3, 2026  
Fund Code: RO1-25-0083  
MOP: SMALL VALUE PROCUREMENT  
Contact No.: 09228972109  
Contact Person: DR. URBANO M. BENITEZ

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 **August 11, 2026 @ 10:00 A.M** 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 Php200,000.00.

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](mailto: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.

DR. URBANO M. BENITEZ  
BUYER/END-USER

GENERAL NAME OF THE ITEMS: MULTIVITAMINS FOR KIDS

| Unit   | Article                                                                                           | Quantity | Estimated Approved Unit Cost | Estimated Approved Total Cost | Quotation of Supplier |                 | EVALUATION<br>(Leave this space blank.<br>For BAC/Evaluators only) |
|--------|---------------------------------------------------------------------------------------------------|----------|------------------------------|-------------------------------|-----------------------|-----------------|--------------------------------------------------------------------|
|        |                                                                                                   |          |                              |                               | Price per unit        | Total Quotation |                                                                    |
| Bottle | Multivitamins Gummies for Kids, 60's, 1 gummy (3g), (with vitamins A, B6, C, D, E + ZINC) Branded | 1,976    | 650.00                       | 1,284,400.00                  |                       |                 |                                                                    |
|        |                                                                                                   |          |                              | Total ABC: Php                | 1,284,400.00          |                 |                                                                    |

PURPOSE: PROCUREMENT OF MULTIVITAMINS TO ENHANCE THE NUTRITION AND WELL-BEING OF PROGRAM BENEFICIARIES ALONGSIDE NFPS AND MILK

Canvassed By

Signature of Dealer



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