



Republic of the Philippines
Department of Education

Negros Island Region
SCHOOLS DIVISION OF SAGAY CITY

OFFICE OF BIDS AND AWARDS COMMITTEE

Project Reference No : **25-09-182**
 Name of Project : **Meals & Snacks for the Conduct of Upskilling and Reskilling of Teachers on the Early Language and Numeracy with Focus on the Science of Reading**
 Total ABC : **P60,500.00**
 Location of the Project : **Sagay City**
 Fund: **2024 ELLN Continuing Funds**

REQUEST FOR QUOTATION

_____ *Name of Company* Date : September 23, 2025
 _____ *Address* Quotation No.: 25-09-182
 _____ *TIN Number (please indicate if VAT or NON-VAT)*

Please quote your lowest price on the item/s listed below subject to the General Condition on the last page stating the shortest time of delivery. Submit your quotation duly signed by your representative not later than **2:00 PM September 30, 2025** to the return envelope attached herewith.

(Time)


MARK ANTHONY J. TAN, PhD

OIC - Office of the ASDS
BAC Chairperson

NOTE:

- 1 All entries must be typewritten.
- 2 Delivery period within _____ calendar days after receipt of Purchase Order.
- 3 Warranty shall be for a period of six (6) months for supplies and materials. One (1) year for equipment from date of acceptance by the procuring entity.
- 4 Price validity shall be for a period of 30 calendar days after issuance of Request for Quotation.
- 5 **Mayor's Permit & PhilGeps Registration Certificate** shall be attached upon submission of the quotation.
- 6 Bidders shall submit original brochures showing certifications of the product being offered.

Item No.	Name & Description	Qty	Unit	Unit Price	Total Price
	October 16, 2025				
	AM Snacks- Spaghetti with Toasted Bread, Softdrinks	55	pax		
	Lunch- Rice, Fried Chicken, Beef Steak, Fish Fillet, Squash Soup, Softdrink, Fruits.	55	pax		
	PM Snacks- Ham & Egg with Cheese Sandwich, Softdrinks	55	pax		
	October 17, 2025				
	AM Snacks- Spaghetti with Toasted Bread, Softdrinks	55	pax		
	Lunch- Rice, Fried Chicken, Beef Steak, Fish Fillet, Squash Soup, Softdrink, Fruits.	55	pax		
	PM Snacks- Spaghetti with Toasted Bread, Softdrinks	55	pax		

Note: Provision of Water Dispenser & Overflowing Coffee during the event.

Brand Model: _____
 Delivery Period: _____

Warranty: _____
 Price Validity _____

After having carefully read and accepted your General Condition. I/We quote you the item/s at prices noted above.

 Printed Name/Signature

 Tel./Cellphone No./Email Address

 Date

Ref.: Handbook on Prop & Supply Management



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