Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

REQUEST FOR QUOTATION

April 27, 2026

The Department of Education, Schools Division of Dapitan City through the Bids and Awards Committee (BAC) hereby invites all interested suppliers to submit quotation for:

Procurement Title: Supply and delivery of meals and snacks good for 2 days for the participants of Division Orientation on SBFP Implementation SY 2026-2027

ABC : Php 70,500.00
RFQ Number : 2026-04-0462

Deadline for submission of sealed quotation: **April 29, 2026 @ 10:00 AM**
Date of Opening of Bids: **April 29, 2026**
Office of the BIDS and AWARDS COMMITTEE
DepEd - Schools Division of Dapitan City
Sunset Boulevard, Dawo, Dapitan City

TERMS AND CONDITIONS/SPECIFICATIONS AND REQUIREMENTS:

1. The interested Supplier shall purchase the bidding documents from the BAC Secretariat pursuant to Section 17.4 of the IRR of RA 9184 following the standard rate stipulated therein.
2. Supplier shall quote all of the goods above-cited in sealed quotation.
3. Labelling of envelopes shall follow the format below:

> Department of Education - Schools Division of Dapitan City
> Sunset Boulevard, Dawo, Dapitan City
> 065-213-6227
>
> Procurement Title: Supply and delivery of meals and snacks good for 2 days for the participants of Division Orientation on SBFP Implementation SY 2026-2027
>
> ABC : Php 70,500.00

4. Prospective/Interested Suppliers shall submit together with its quotation the following documents:
   a. Mayor's / Business Permit
   b. PhilGEPS Registration Number
   c. Omnibus Sworn Statement
   d. Income/Business Tax Return
5. Quotation exceeding the ABC shall automatically be rejected.
6. Delivery date shall be Ten (10) days after the receipt of PO.
7. NCA Requested/Payment within 30 to 60 days upon receipt of complete supporting documents.

The DepEd, Schools Division of Dapitan City reserves the right to reject any or all quotations with or without cause and to award the contract to a supplier whose offer is the most advantageous to the government.

AURELIO A. SANTISAS, CESO VI
Assistant Schools Division Superintendent
Chair, Bids and Awards Committee

Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

QUOTATION SUBMISSION SHEET
RFQ No. 2026-04-0462

The Schools Division Superintendent
Department of Education
Schools Division of Dapitan City
Sunset Boulevard, Dawo, Dapitan City

Attention: The Chair

Sir:
I have the honor to submit our quotation for the following supplies/ articles/ materials for appraisal by the committee.

Procurement Title: Supply and delivery of meals and snacks good for 2 days for the participants of Division Orientation on SBFP Implementation SY 2026-2027

ABC : Php 70,500.00

Stock No.	Unit	Item Description	Qty	Estimated Unit Price	Unit Cost	Total Cost
1	paxes	Day 1 (Meals and Snacks) Lunch 3 main courses (Buffalo wings, Chicken Teriyake and Pork Adobo) Mixed Fruits Pineapple / Watermelon, Fruit Juice and Bottled Water Inclusive of Function Hall Use (Airconditioned Functional Hall with amenities, sound system with at least 4 microphones, long tables with chairs, internet service)	68	400.00		
2	paxes	A.M Snacks (Fresh Fruit Juice Calamansi or Buko) Suman andTorta)	68	100.00		
3	paxes	Day 2 (Meals and Snacks) Lunch 3 main courses (Fish Fillet, Chicken Teriyake and Pork Adobo) Mixed Fruits Pineapple / Watermelon, Fruit Juice and Bottled Water. Inclusive of Function Hall Use (Airconditioned Functional Hall with amenities, sound system with at least 4 microphones, long tables with chairs, internet service)	73	400.00		
4	paxes	P.M Snacks (Fresh Fruit Juice Calamansi or Buko) Empanada or Siopao	73	100.00		

Until a formal Contract in the form of Purchase Order is prepared and executed, this quotation, shall be binding upon us.
We understand that you are not bound to accept the lowest or any quotation you may receive.
We certify/confirm that we comply with the eligibility requirement as required i.e. GEPS Registration Certificate and others as may be necessary.

Signed this _____ day of _____ 2026.

_____ _____
[Signature of Supplier over printed name or *[in the capacity of/designation of authorized authorized representative]* *representative]*

Duly authorized to sign Quotation for and on behalf of :

Awarded to: _____

Name of the Supplier] PhilGEPS Reg. No.:
BAC-QSS-04
_____ _____
Address: _____
Telephone No.: _____ _____ _____
Telefax No.: _____
Email Address: _____ _____ _____