

Republic of the Philippines

Devartment of Education

REGION IV-A CALABARZON

REQUEST FOR QUOTATION

The Department of Education Region IV-A (CALABARZON) through its Bids and Awards Committee, intends to procure "CATERING SERVICES FOR THE COORDINATION MEETING ON THE REGION'S PHYSICAL PLAN FOR FY 2025 ON **NOVEMBER 15, 2024"** in accordance with Alternative Method of Procurement under Section 53.9 (Negotiated Procurement - Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

The Approved Budget for the Contract (ABC) is **TWELVE THOUSAND PESOS** (Php12,000.00)

Please quote your **Best Offer** for the item/s described herein, **subject to the** Terms and Conditions provided at the bottom/last page of this Request for Quotation (RFQ). Submit your proposal/quotation duly signed by your authorized representative not later than NOVEMBER 6, 2024 at 9:00 A.M. at the BAC Secretariat, DepEd Region IV-A CALABARZON, Gate 2 Karangalan Village, Cainta, Rizal. Quotations may also be submitted through facsimile or email at the address and contact numbers indicated below.

A copy of your 2024 Business/Mayor's Permit, PhilGEPS Registration Number and Latest Income/Business Tax Return are required to be submitted along with your signed quotation/proposal. A valid Certificate of PhilGEPS Registration (Platinum Membership) may be submitted in lieu of the Business/Mayor's Permit.

Moreover, a Notarized Omnibus Sworn Statement (GPPB-prescribed forms) will also be required to be submitted prior to award.

For any clarification, you may contact us at telephone no. (02) 8682-2114 or by email at bac.calabarzon@deped.gov.ph.

> LOIDA N. NIDEA **BAC Chairperson**

08F/ ROA/ JLN

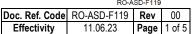




Address: Gate 2, Karangalan Village, Cainta, Rizal

Telephone No.: 02-8682-2114

Email Address: region4a@deped.gov.ph Doc. Ref. Code RO-ASD-F119 Website: depedcalabarzon.ph





;	Date:		_			
	Name of Company:					
	Address:					
	Name of Store/Shop (if applicable):					
	TIN:					
	PhilGEPS Registration Number:					
	(2) Do not alter (3) All technical the mandato	the content I specification ory requirem Ilow these in Ilow these in It is and	rrectly, as of this ons are recents with astruction	on for the item/s	y. lire to comply wire to comply wire to comply wire quarter quarter quarter quarter quarter to the conditions in the c	notation.
(2) Bio	ease quote your bes dicate "0" if item t dders must state "C ompliance" against e	t offer for the oeing offere omply" or an	ne item/ ed is for ny equiv	free.	do not leave ar e column "Bidde	er's Statement of
Item	Descriptio	on	Total QTY	Bidder's Statement of Compliance ("Comply" or "Not	Unit Cost (VAT Inclusive)	Total Cost (VAT Inclusive)

1	CATERING SERVICES (DepEd 4A CALABARZON) NOVEMBER 15,2024 Php600.00/pax	20 pax			
	Specifications	Bidder's Statement of Compliance ("Comply" or "Not Comply")			
THE AT D NO S					
Lunc	 Breakfast Steamed/Fried rice with egg and 2 viands (Fish (dried or fresh), meat/vegetables) with drinks. Lunch 2 to 3 viands (fish, meat and vegetables) with additional drink and fresh fruits or sweets. PM Snack 2 kinds of healthy snacks per serving with bottled/juice in cans. 				
	he caterer should provide copy certificate of their employees.	nit and Health			
2. T	2. The caterer must follow the End-User suggested menu, which must be within the approved standard rate.				
3. They shall provide a list of menu items for the program proponents to choose from and ensure a variety of healthy foods for meals and snacks.					
	4. The caterer should be responsive to the request of participants regarding food restrictions as requested by the program management.				
	5. The catering service provider and program proponent should closely coordinate with each other regarding food service.				
			TOTAL COST:		

*The above quoted prices are inclusive of all costs and applicable taxes.

SCHEDULE OF REQUIREMENTS

Bidders must state "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each SCHEDULE.

BIDDER'S STATEMENT OF COMPLIANCE

("Comply" or "Not Comply")

	NOVEMBER 15, 2024
at	DepEd 4A CALABARZON

FINANCIAL OFFER						
Approved B	udget for the Contract	Your Total Offered Quotation				
Di	L 10 000 00	In words:				
P	hp12,000.00	In figures:				
Payment Details: (60) days, through Land B after submission of billing other obligations as stipular		comptly, but in no case later than sixty sank's LDDAP-ADA/Bank Transfer facility statement/invoice and upon fulfilment of lated in the contract as well as upon the goods by the end user.				
Banking Institution						
Account Number						
Account Name						
Branch						

TERMS AND CONDITIONS:

- 1. Bidders shall provide correct and accurate information required in this form.
- 2. Price quotation/s must be valid for a period of sixty (60) calendar days from the date of submission of quotation.
- 3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- 4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
- 5. Award of contract shall be made to the Lowest Calculated and Responsive Quotation (for goods and infrastructure) or, the Highest Rated Offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- 6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
- 7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.

- 8. The Department of Education Region 4A shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- 9. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the DBM shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
- 10. Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing government accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.
- 11. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The Department of Education Region IV-A shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Signature over Printed Name
Position/Designation
Office Telephone Number
Fax/Mobile Number
E-mail Address/es