



DEPARTMENT OF EDUCATION  
REGION V (BICOL)  
SCHOOLS DIVISION OFFICE OF ALBAY  
**SAN JOSE NATIONAL HIGH SCHOOL**  
San Jose, Malilipot, Albay

## REQUEST FOR QUOTATION

San Jose National High School, through its Bids and Awards Committee, will undertake procurement in accordance with the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184, otherwise known as the Government Procurement Reform Act. The procurement details are as follows:

RFQ No.:

Project Name: **To procure food provision during the 2024 5-day school-based INSET on January 24-30, 2024**

Approved Budget for the Contract: **One Hundred Fifty Thousand Pesos Only  
Php 150, 000.00**

Award Mode: **PER ITEM, Lowest Calculated Responsive Bid**

Procurement: **Alternative Method of Procurement- Small Value Procurement**

Specifications/ Conditions: **See the attached Annex "A" for specifications and Annex "B" for a schedule of requirements**

Interested suppliers are required to submit the price quotation (Annex "A"), Schedule of Requirements (Annex "B") and the following documents(with / mark):

<input checked="" type="checkbox"/>	Clear photocopy of latest Mayor's Permit/Business Permit
<input checked="" type="checkbox"/>	PhilGEPS Registration Number/Certificate of Registration
<input checked="" type="checkbox"/>	Income/Business Tax Return
<input checked="" type="checkbox"/>	Omnibus Sworn Statement
<input type="checkbox"/>	Philippine Contractors Accreditation Board (PCAB) License
<input type="checkbox"/>	Net Financial Contracting Capacity (NFCC)
<input type="checkbox"/>	Professional License/Curriculum Vitae

Submission of quotation and documents is on or before **9:00 a.m., January 22, 2024** at the **Bids & Awards Committee Secretariat Office, San Jose National High School, San Jose, Malilipot, Albay**. Open submission may be submitted, manually or through email at [sjnhsbacsecretariat@gmail.com](mailto:sjnhsbacsecretariat@gmail.com) in Portable Document Format (PDF).

The SJNHS - BAC reserves the right to accept or reject any or all the bids/quotations, waive any defect or informality therein, declare a failure of bidding/procurement, get the bid, and award the contract to the most advantageous offer to the procuring entity, for and in behalf of the project. San Jose National High School assumes no responsibility to compensate or indemnify the bidder for any expense or loss incurred for the preparation of bids, nor does it guarantee that an award will be made.

For inquiries, you may contact the BAC Secretariat Office at 09285655309(calls only).

Very truly yours,

  
**JOMALYN A. BENDICIO**

Bids & Awards Committee Secretariat Member

Republic of the Philippines  
 Department of Education  
 REGION V – BICOL  
 SCHOOLS DIVISION OF ALBAY PROVINCE  
 SAN JOSE NATIONAL HIGH SCHOOL  
 SAN JOSE, MALILIPOT, ALBAY

**REQUEST FOR QUOTATION**

Date: January 16, 2024

Name of Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Business Permit No.: \_\_\_\_\_  
 Philgeps Registration No.: \_\_\_\_\_

TIN: \_\_\_\_\_

Please quote your lowest price inclusive of VAT on the item described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation, stating the shortest time of delivery.

**FRELLE B. BELO**  
 BAC Chairperson

Item No.	ITEM DESCRIPTION	Quantity (QTY)	Unit	Approved Budget of the Contract		OFFER						
				UNIT PRICE	TOTAL	PRICE			Compliance with Technical		REMARKS	
						QTY.	Unit Price	Total Price	Yes	No		
1	DAy 1: Morning: Coffee/Tea, Tuna sandwich) Lunch: Mix Vegetables, fried Chicken) Afternoon Snack: Banana fritters, bottled water	100	pack									
2	DAy 2: Morning: pansit, bread) Lunch: Vegetables, fried fish) Afternoon Snack: Empanada, bottled water	100	pack									
3	DAy 3: Morning: bihon, bread) Lunch: Vegetables, pork chop) Afternoon Snack: pinakro, bottled water	100	pack									
4	DAy 4: Morning: sotanghon, bread) Lunch: Menudo, chopseuy) Afternoon Snack: pizza, juice in can	100	pack									
5	DAy 5: Morning: baked macaroni, toasted bread) Lunch: pork stake, chopseuy) Afternoon snack: macaroni soap, toasted siopao	100	pack									
<b>GRAND TOTAL</b>												

I have read and understood the terms and conditions stated above. By signing this quote, I hereby agree and bind myself to the terms and conditions.

Signature over Printed Name: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Telephone No. : \_\_\_\_\_  
 Date: \_\_\_\_\_

\_\_\_\_\_ Canvasser