



Republic of the Philippines
Department of Education
Cordillera Administrative Region

REQUEST FOR QUOTATION
(RFQ No. 20-09-067)

PROJECT: CATERING SERVICES FOR THE REGIONAL CELEBRATION OF GINTONG (GRATITUDE TO INSPIRING NURTURING TEACHERS OF THE NEXT GENERATION) ALAY KAY TEACHER

INVITATION

Date: September 21, 2020

Request for Quotation No.: 20-09-067


To Eligible Suppliers:

The DepED-CAR Regional Office through its Bids and Awards Committee (BAC), invites suppliers to quote for the **CATERING SERVICES FOR THE REGIONAL CELEBRATION OF GINTONG (GRATITUDE TO INSPIRING NURTURING TEACHERS OF THE NEXT GENERATION) ALAY KAY TEACHER** to be held at the DepEd CAR Regional Office, Wangal, La Trinidad, Benguet on October 7, 2020. Quotations should be **inclusive** of tax.

The total approved Budget for the project is **Php 90,000.00.**

Quotations with supporting documents may be submitted in person, by letter, facsimile or thru email at depedcar.bacsecretariat@gmail.com **not later than 2 pm of September 25, 2020.** For any inquiry, please refer to the members of the BAC Secretariat at DepED-CAR RO, Wangal, La Trinidad, Benguet with telefax numbers (074) 422-1804 / 422-5155. Upon receipt of quotation/s on the submission deadline, the BAC shall open the quotations.

Very truly yours,


FLORANTE E. VERGARA
BAC Chairperson

Bacsec/CDAD/jlc



Address: Wangal, La Trinidad, Benguet, 2601
Telephone No: (074) 422 – 1318 | Fax No.: (074) 422-4074
Website: www.depedcar.ph | Email Address: car@deped.gov.ph



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I. **QUOTATION FORM**
(RFQ No. 20-09-067)

**CATERING SERVICES FOR THE REGIONAL CELEBRATION OF GINTONG
(GRATITUDE TO INSPIRING NURTURING TEACHERS OF THE NEXT
GENERATION) ALAY KAY TEACHER**

ABC: Php 90,000.00

Item No.	Date	QTY	Description	Unit Price	Total
	October 7, 2020	150 pax	AM Snack		
		150 pax	Lunch		
		150 pax	PM Snack		
Note: In house menu by the caterer provided that: For Lunch: 3 dish menu (poultry, meat, fish, vegetables) and desserts (fresh fruits) with soup For Snacks: Cooked/fresh baked products with canned/bottled fresh juice (at least 300ml) *Free flowing brewed coffee with brown sugar/creamer or evaporated milk, tea, Turmeric, and milo and drinking water *No Styrofoam or plastic utensils *Open Buffet with waiter's assistance					
TOTAL					

Respectfully returned to the Chairman of the BAC, DepED-CAR RO, with prices (inclusive of tax) herein quoted. All requirements/terms/conditions specified by that Office in this RFQ (Section I and Section II) are hereby accepted.

Name of Business and Signature of Supplier
Contact No. _____



Address: Wangal, La Trinidad, Benguet, 2601
Telephone No: (074) 422 – 1318 | **Fax No.:** (074) 422-4074
Website: www.depedcar.ph | **Email Address:** car@deped.gov.ph



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II. TERMS AND CONDITIONS
(RFQ No. 20-09-067)

A. Submission of Quotations

The Requests for Quotation documents can be faxed or emailed to you upon request provided you provide your telefax number/email address. These may also be taken at the Administrative Division Office of the DepED-CAR Regional Office.

Quotations and any other requirement stated below, if submitted personally, should be received at the Administrative Division Office at DepED- CAR Regional Office, Wangal, La Trinidad, Benguet. **Not later than 2 pm of September 25, 2020** Quotations submitted by the supplier should be ***inclusive of tax.***

B. Requirements

The supplier should:

1. Submit duly accomplished/signed ***Request for Quotation (RFQ) Documents (Section I and Section II)*** together with the copies of the following:

- i. 2020 Mayor's Permit/Business Permit
- ii. PhilGEPS Registration number

On or before 2 pm of September 25, 2020;

2. Submit

- i. Income/Business Tax Return
- ii. Omnibus Sworn Statement

Prior to issuance of Notice of award.



Address: Wangal, La Trinidad, Benguet, 2601

Telephone No: (074) 422 – 1318 | **Fax No.:** (074) 422-4074

Website: www.depedcar.ph | **Email Address:** car@deped.gov.ph



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C. Award/Contract

1. DepED-CAR RO shall award the Purchase Order to the supplier whose offer is determined to be the lowest complying and responsive quotation.
2. The quotation of the supplier and his acceptance of the Purchase Order shall constitute a binding contract between DepED-CAR RO and the Supplier.
3. For the number of participants during the activity proper, 90% is the guaranteed number. The procuring entity shall pay for the actual number in excess of the 90%.

D. Deliveries and Inspection

The winning caterer shall coordinate with the program owner with regards the time of meals and the designated area where the meals are to be served.

E. DepED-CAR RO reserves the right to accept or reject any quotation, to annul or cancel the process, and to reject all quotations at any time prior to the award of the Purchase Order, without thereby incurring any liability to the affected Supplier(s). It has no responsibility whatsoever to compensate the supplier for any expense incurred in the preparation of the quotation nor does it have any obligation to inform the affected Supplier(s) of the reasons of its decision.

I hereby concur/certify to comply with the above terms/conditions:

Name of supplier	Signature Over Printed Name of Representative	Date
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