



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF AURORA

REQUEST FOR QUOTATION
PROVISION OF MEALS FOR THE ACTIVITY: CAPACITY DEVELOPMENT OF SCHOOL PERSONNEL
IN SCHOOL SITES AND TITLING ON AUGUST 4 TO 7, 2025
RFQ NO. 2025-07-219

Sir/Madam:
Please quote your best quotation for the item/s described below using the Price Quotation Form (see Annex "B" of the Request for Quotation), subject to terms and conditions stated in the RFQ.

Unit	Quantity	Item/Description	APPROVED BUDGET FOR THE CONTRACT
pax	340	DAY 1 BREAKFAST: 3 pieces fried saba banana sliced in half; scrambled eggs; 1 cup garlic rice; 2 pc garlic longganisa; atsara side dish; 250 ml hot choco or coffee; with stand-by vinegar sauce AM SNACK: 1 plate pancit malabon, 2 pieces suman, canned pineapple juice 240 ml LUNCH: Sinigang pork in 300 ml bowl, pakbet na gulay with bagnet, fish fillet; 1 cup of rice; watermelon and grapes, 240 ml bottled buko juice PM SNACK: Sopas in 350 ml bowl with egg, freshly toast garlic bread, iced tea, 240 ml DINNER: 1 cup rice; grilled medium size tilapia; enseladang talong; fried tofu with ginisang togue; 1 mini cup gelatin; bottled distilled water 240 ml	969,000.00
pax	340	DAY 2 BREAKFAST: 1 cup of fried rice; variety of steamed vegetables such as okra, beans, petsay with separate bagoong or alamang sauce; tapa flakes; sunny side up egg; 1 pc. banana lakatan; 250 ml hot choco or black coffee; with separate vinegar sauce AM SNACK: chicken arozcaldito with egg in 500 ml bowl, banana cupcake, orange juice in 240 ml bottle LUNCH: Nilagang pork in 300 ml bowl, chopsuey, chicken barbecue; 1 cup of rice; leche flan slice; 1 bottled buko juice 240 ml PM SNACK: 1 plate spaghetti, 1 piece pork empanada, pineapple juice 240 ml DINNER: 1 cup rice; fish fillet; 3 pcs meatballs in red sauce; pako salad; 1 bottled distilled water; 1 mini cup gelatin	
pax	340	DAY 3 LIGHT BREAKFAST: fried freshly sliced potatoes;apple and cucumber slices; 1 cup garlic rice; 2 slices of meat loaves; boiled egg; with separate vinegar sauce; 250 ml hot choco or black coffee, with provision of coffee creamer and sugar AM SNACK: 1 plate carbonara with freshly toast garlic bread; pine apple juice in can 240 ml LUNCH: Sinigang fish in 330 ml bowl, 2 pcs barbecue on stick, chopsuey, 1 cup of rice; slices of apple and oranges, buko juice in 240 ml bottle PM SNACK: sandwich with breaded chicken meat filling, cucumber and lettuce; four seasons 240ml can DINNER: 1 cup rice; 1 pc. medium lakatan; pork giniling; buttered vegetable; 2 pcs fish lumpia; bottled distilled water in 240 ml bottle	
pax	340	DAY 4 BREAKFAST: fried kamote sticks, unsweetened; mixed red and boiled egg tomato salad; fried galunggong fish; 1 cup fried rice; orange fruit; 250 ml hot choco AM SNACK: 3 pcs puto, 1 plate pancit bihon with calamansi, pineapple juice 240ml LUNCH: Pork steak, petsay or bok choy in garlic sauce, 1 cup of rice; 1 piece carrot cupcake, bottled water, 240 ml	
		Each meal must have extra FIVE (5) buffer servings; With standby water; with complimentary hot water and black coffee that are available daily during the entire period of training, with separate creamer and sugar	

		1. Breakfast must be ready for serving by 7:15 AM at the venue. 2. Snacks shall be served on plate / bowl, whichever is applicable, and delivered or distributed to the participants at their respective tables. 3. Lunch shall be served in three (3) buffet tables. The lunch for the training team/ TWG/ facilitators shall be served on a separate table. 4. Lunch on DAY 4 must be packed per pax and delivered to the venue at 11:00 in the morning. 5. Dinner must be packed per pax and delivered to the venue between 4:00 PM to 4:30 PM.	
		Meals must be freshly prepared and cooked in Central Aurora. The provider of meals must be ready to present his/her kitchen facility in Aurora for inspection before the contract may be awarded unto him/ her.	
		shall set up rectangular tables with table skirting as presidential table for 25 pax	
		shall set up rectangular tables with table skirting for 15 pax TWG/Secretariat	
		TOTAL	969,000.00

** The ABC is understood to be the ceiling price; offers must not exceed the ABC provided.*

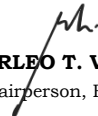
Deadline for submission and receipt of quotation, together with the following documents, duly signed by you or your duly authorized representative, shall not be later than **July 23, 2025 @12:00 n.n.**

- Mayor’s Permit for 2025
- PhilGEPS Registration Number (Organization ID or screenshot from PhilGEPS Website);
- Brochure or Technical Data Sheet, if applicable;
- Annual Income Tax Return CY 2024 or Latest Business Tax Return (from April to September; filed through the Electronic Filing and Payment System (EFPS));
- Omnibus Sworn Statement;
- Compliance with the Schedule of Requirements (Annex “A”);
- The Price Quotation Form (Annex “B”);

Only one (1) set of documents certified to be true copies of the original shall be required.

Proposals and other documents required may be sent electronically through **procurement.depedaurora@deped.gov.ph**
Electronically prepared and/or hard copies of the proposals and documents must be submitted through the SDO Records Section on or before the deadline of submission as stated in this RFQ.

Late submission of quotations shall not be accepted and considered.


ERLEO T. VILLAROS PhD
Chairperson, Bids and Awards

*Note: Please indicate statement of compliance of the Technical Specifications Form by clearly indicating “**COMPLY**”*



Address: So. Hiwalayan, Brgy. Bacong, San Luis, Aurora
Contact No.: (042) 724-9190
Email Address: aurora@deped.gov.ph
Official Website: www.deped-aurora.com

“SDO Aurora: Beaconing the Horizon”



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Department of Education
Region III
SCHOOLS DIVISION OF AURORA

SCHEDULE OF REQUIREMENTS

Unit	Quantity	Item/Description	Delivery Period
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pax	340	DAY 2 BREAKFAST: 1 cup of fried rice; variety of steamed vegetables such as okra, beans, petsay with separate bagoong or alamang sauce; tapa flakes; sunny side up egg; 1 pc. banana lakatan; 250 ml hot choco or black coffee; with separate vinegar sauce AM SNACK: chicken arozcaldito with egg in 500 ml bowl, banana cupcake, orange juice in 240 ml bottle LUNCH: Nilagang pork in 300 ml bowl, chopsuey, chicken barbecue; 1 cup of rice; leche flan slice; 1 bottled buko juice 240 ml PM SNACK: 1 plate spaghetti, 1 piece pork empanada, pineapple juice 240 ml DINNER: 1 cup rice; fish fillet; 3 pcs meatballs in red sauce; pako salad; 1 bottled distilled water; 1 mini cup gelatin	
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		Each meal must have extra FIVE (5) buffer servings; With standby water; with complimentary hot water and black coffee that are available daily during the entire period of training, with separate creamer and sugar	
		1. Breakfast must be ready for serving by 7:15 AM at the venue. 2. Snacks shall be served on plate / bowl, whichever is applicable, and delivered or distributed to the participants at their respective tables. 3. Lunch shall be served in three (3) buffet tables. The lunch for the training team/ TWG/ facilitators shall be served on a separate table. 4. Lunch on DAY 4 must be packed per pax and delivered to the venue at 11:00 in the morning. 5. Dinner must be packed per pax and delivered to the venue between 4:00 PM to 4:30 PM.	
		Meals must be freshly prepared and cooked in Central Aurora. The provider of meals must be ready to present his/her kitchen facility in Aurora for inspection before the contract may be awarded unto him/ her.	

		shall set up rectangular tables with table skirting as presidential table for 25 pax	
		shall set up rectangular tables with table skirting for 15 pax TWG/Secretariat	

Project Site:

Training Venue/Schools Division Office
Brgy. Bacong, San Luis, Aurora

Contact person: ALPHA JOY T. RAZON

Head, BAC Secretariat
procurement.depeditaurora@deped.gov.ph
0939-9233-396

I hereby commit to comply and deliver all the above requirements in accordance with the above stated schedule.

Name of Company

**Signature over Printed Name of
Authorized Representative**

Date



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Price Quotation Form

Date:
RFQ. NO. 2025-07-219

The Chairperson, Bids and Awards Committee
Schools Division Office
Brgy. Bacong
San Luis, Aurora

Sir/Madam:
Having examined the Request for **Quotation No. 2025-07-219 which includes the Technical Specifications and Delivery Schedule**, the receipt of which is hereby duly acknowledged, the undersigned offers to _____ in conformity with the said Request for Quotation for the sums stated hereunder:

Unit	Quantity	Item/Description	Unit Price	Total Price
pax	340	DAY 1 BREAKFAST: 3 pieces fried saba banana sliced in half; scrambled eggs; 1 cup garlic rice; 2 pc garlic longganisa; atsara side dish; 250 ml hot choco or coffee; with stand-by vinegar sauce AM SNACK: 1 plate pancit malabon, 2 pieces suman, canned pineapple juice 240 ml LUNCH: Sinigang pork in 300 ml bowl, pakbet na gulay with bagnet, fish fillet; 1 cup of rice; watermelon and grapes, 240 ml bottled buko juice PM SNACK: Sopas in 350 ml bowl with egg, freshly toast garlic bread, iced tea, 240 ml DINNER: 1 cup rice; grilled medium size tilapia; enseladang talong; fried tofu with ginisang togue; 1 mini cup gelatin; bottled distilled water 240 ml		
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		shall set up rectangular tables with table skirting as presidential table for 25 pax		
		shall set up rectangular tables with table skirting for 15 pax TWG/Secretariat		

TOTAL PRICE IN WORDS: _____

We undertake, if our Proposal is accepted, to deliver the goods as identified in the Technical Specification and in accordance with the Schedule of Requirements.

Until a formal Contract is prepared and executed, this price quotation, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.


However, we understand that you are not bound to accept the lowest or any Quotation you may receive.

Dated this _____.

Name / Signature/ Designation / Capacity

Duly authorized to sign Quotation for and on behalf of:

Company / Address / Contact No



Address: So. Hiwalayan, Brgy. Bacong, San Luis, Aurora
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TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all the items.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
6. Award of contract shall be made to the lowest 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.
7. 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.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications. Delivery shall be made only during regular office days from 8:00AM to 4:00 PM except for training conducted during during saturdays and sundays.
9. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e, order slip and/or billing statement, by the contractor thru Modified Disbursement System (MDS) Checks from Landbank of the Philippines.
10. 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 DepEd Schools Division of Aurora 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.
11. For procurement with ABC of less than Php50,000.00, only the **winning** bidder/supplier will receive a notification for the said procurement thru the email address or mobile phone number provided in this canvass form. For ABC of Php50,000.00 or more, **all** bidders/suppliers will receive notification as to the status of their quotation. Notifications will be done by the procuring entity **within five (5) working days** after the opening of bids/sealed quotations.



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