Republic of the Philippines
Department of Education

REQUEST FOR QUOTATION

Date: October 5, 2026
RFQ No.: 2026-08-249

Company/Business Name: _____

Address: _____

Business/Mayor's Permit No.: _____

TIN: _____

PhilGEPS Registration Number ***(required)***: _____

The **Department of Education** invites interested service provider for negotiation intends to procure the project, **"RE-BID LOT 3 – Procurement of Condiments Ingredients for Central Kitchen in the Implementation on School-Based Feeding Program SY 2026-2027",** in accordance with **Section 34 Small Value Procurement** of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009 with an Approved Budget for the Contract of **Three Hundred Forty-Four Thousand Six Hundred Fifty-Two and Fifty Centavos (PhP344,652.50),** as follow:

Item No.	Description	Quantity	UNIT COSTS	TOTAL
1	Powdered black pepper	19.4 kls		
2	All purpose flour	179 kls		
3	Vegetable cooking oil	994 kls		
4	Sotanghon	98.00 kls		
5	Bread crumbs	74 kls		
6	Catsup	281.75 kls		
7	Brown sugar	24.9 kls		
8	Fish sauce (patis)	39.5 kls		
9	Cornstarch	30.00 kls		
10	Tomato paste	42 kls		
11	White sugar	42 kls		
12	Coconut milk (gata)	136.5 kls		
13	Vinegar	47.25 kls		
14	Pineapple juice, canned	70.00 kls		

15	Pineapple tidbits, canned	75.25 kls		
16	Soy sauce	12.25 kls		
17	Tomato sauce	82.25 kls		
18	Iodized salt	87.043 kls		
	*All condiments shall be food-grade, safe for human consumption, and suitable for use in the preparation of meals for school children under the School-Based Feeding Program. *Products shall be commercially manufactured, properly sealed, labeled, and compliant with applicable food safety and sanitation requirements of the Philippine Food and Drug Administration (FDA) and other applicable government regulations. *All products must be fresh, clean, free from contamination, and free from unusual odor, discoloration, molds, spoilage, leakage, or damaged packaging upon delivery. *Condiments shall have a clearly indicated manufacturing/production date, expiration date, batch/lot number, and product information on the original packaging, whenever applicable. *Products delivered shall have sufficient remaining shelf life, preferably not less than 75% of the manufacturer's stated shelf life at the time of delivery.			
	*Condiments shall be delivered to the school every five (5) days or as scheduled by the School/Feeding Program Coordinator, depending on the approved feeding meal plan and actual consumption requirements. *Regular delivery shall preferably be made every Monday of the week, early in the morning, to ensure that the condiments are available before the preparation of meals and to facilitate efficient and uninterrupted food preparation.			

	*The preferred delivery time is early morning during school operating hours, preferably before the start of meal preparation. *If Monday falls on a declared regular holiday, special non-working holiday, suspension of classes, or other officially declared non-working day, delivery shall be made on the next succeeding working day, unless otherwise agreed upon by the school and supplier.			
	*The supplier shall coordinate with the designated School Feeding Program Coordinator or authorized school representative before delivery to ensure proper receipt and inspection of the products. *The school may inspect and verify the quantity and quality of the delivered vegetables before acceptance. *Any shortage in quantity shall be corrected by the supplier at no additional cost to the school and the school has the right not to accept the delivery if the quantity is lacking			
	****NOTHING FOLLOWS****			
TOTAL		**₱344,652.50**		

Please submit your duly signed quotation together with the following documents manually at ***Conference Room, SDO Kidapawan City, JP Laurel Street, Kidapawan City*** or through email ***kidapawan.city@deped.gov.ph*** on or before **19 October 2026**, **10:00 AM,** subject to the compliance with the Terms and Conditions provided on this Request for Quotation (RFQ):

a. **Certified true copy of Mayor's/Business Permit**
b. **Omnibus Sworn Statement, Attached as Annex "A"**
c. **Income/Business Tax Return**

The Head of the Procuring Entity (HoPE) of DepEd reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract in accordance with the conditions specified under Section 70 of the IRR of RA No. 12009.

For any clarification, you may contact Mr. *Ryan P. Tampus* at *DepEd – Kidapawan City Division – SGOD Office, JP Laurel Street, Kidapawan City, 9400* or send email to *kidapawan.city@deped.gov.ph*.

JASMIN P. ISLA
BAC Chairperson

INSTRUCTIONS:

Note: Failure to follow these instructions will disqualify your entire quotation.

(1) Do not alter the contents of this form in any way.

(2) The use of this RFQ is **highly encouraged** to minimize errors or omissions of the required mandatory provisions. In case of any changes, bidders must use or refer to the latest version of the RFQ, except when the latest version of the RFQ **only** pertains to deadline extension.

If another form is used other than the latest RFQ, the quotation shall contain all the mandatory requirements/provisions including manifestation on the agreement with the Terms and Conditions below.

In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered unless there will be discrepancies. In this case, provisions in the RFQ shall prevail.

(3) **All technical specifications must be complied with.** Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.

(4) Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the e-mail shall be considered.

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. 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.
3. Price quotation/s must be valid for a period of **FORTY-FIVE (45) calendar days** from the deadline 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 shall be rejected.
6. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, “draw lots” shall be adopted as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
7. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
8. The item/s shall be delivered according to the accepted offer of the bidder.
9. Item/s delivered shall be inspected on the scheduled date and time to be arranged end-user. The delivery of the item/s shall be acknowledged upon the delivery to confirm the required quantity as indicated in the Technical Specifications.
10. Payment shall be made after delivery and upon the submission of the required supporting documents, *i.e.*, Order Slip and/or Billing statement, delivery receipt and inspection and acceptance report. Land Bank of the Philippines (LBP), shall credit the amount due to the identified bank account of the supplier, contractor, or consultant. Please note that the **corresponding bank transfer fee, if any, shall be deducted to the amount due to the supplier.**.
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 DepEd may terminate 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.

12. The DepEd may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 12009 and its IRR.
13. The RFQ, Purchase Order (PO), and other related documents for the above-stated Procurement projects shall be deemed to form part of the contract.

After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

LOT 3 – Procurement of Condiments Ingredients for Central Kitchen in the Implementation on School-Based Feeding Program SY 2026-2027			
Minimum Technical Specifications	**Quantity**	**Offered Technical Specification/Service**	**Statement of Compliance** ("Comply" or "Not Comply")
Note: Non-compliance with the minimum required specifications shall be rejected			
LOT 3 - Procurement of Condiments Ingredients for Central Kitchen in the Implementation on School-Based Feeding Program SY 2026-2027			
Powdered black pepper	19.4 kls		
All purpose flour	179 kls		
Vegetable cooking oil	994 kls		
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*The supplier shall coordinate with the designated School Feeding Program Coordinator or authorized school representative before delivery to ensure proper receipt and inspection of the products.			

*The school may inspect and verify the quantity and quality of the delivered vegetables before acceptance. *Any shortage in quantity shall be corrected by the supplier at no additional cost to the school and the school has the right not to accept the delivery if the quantity is lacking			
Delivery Period: Refer to attached Calendar of Menu			
********nothing follows**********			

FINANCIAL OFFER:

Terms of Payment:

DepEd-Kidapawan City Division shall pay the supplier the actual amount net of taxes in a send bill arrangement. Payment shall be made within thirty (30) calendar days from the submission of billing statement and completion of the deliverables and issuance of Certificate of Acceptance.

Payment Details:

Banking Institution: _____

Account Number: _____

Account Name (should be the exact account name as registered in the bank):

_____

*Bank Branch:*_____

Please quote your **best offer** for the item/s below. Blank item/s will be construed as free.

LOT 3 – Procurement of Condiments Ingredients for Central Kitchen in the Implementation on School-Based Feeding Program SY 2026-2027	
Approved Budget for the Contract	**Total Offered Quotation (Inclusive of VAT)**
Three Hundred Forty-Four Thousand Six Hundred Fifty-Two and Fifty Centavos (PhP344,652.50)	**In words:**
	In figures:

_____
Signature over Printed Name

_____
Position/Designation

_____
Office Telephone/Fax/Mobile Nos.

_____
Email address/es

Annex "A"

Omnibus Sworn Statement Form

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

OMNIBUS SWORN STATEMENT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and with residence at [*Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. *Select one, delete the others:*

   - *If sole proprietorship:* I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

   - *If partnership, corporation, cooperative, or joint venture:* I am the duly authorized and designated representative of ***[****Name of Bidder]* with office address at *[Address of Bidder]*;

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* I am the individual consultant or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

2. *Select one, delete the others:*

   - *If sole proprietorship:* As the owner and sole proprietor or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity][insert* "as supported by the attached duly notarized Special Power of Attorney" *for authorized representative]*;

   - *If partnership, corporation, cooperative, or joint venture:* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable*;*

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* As the individual consultant or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney *for authorized representative*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units,

foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board; by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *Select one, delete the others:*

   - *If sole proprietorship :* The *[Name of Bidder]* and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If partnership :* The partnership itself and the partners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If cooperative:* The cooperative itself and members of the board of directors, general manager, or chief executive officer of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If corporation, or joint venture:* The corporation or joint venture itself, and officers, directors, controlling stockholders and beneficial owners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* The individual consultant and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

7. It is understood that failure to faithfully disclose its relationship with the Head of the Procuring Entity, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial

ownership information containing false entries shall be subject to blacklisting under Section 100 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

Select one, delete the rest:

- *In case of corporations: [Name of Bidder]* declares its beneficial ownership information consistent with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the SEC and has maintained a valid and updated file therein in compliance with Sections 20.2.9.1, 81, and 82 of the IRR of RA No. 12009.

- *In case of Foreign Bidders: [Name of Bidder]* submitted an appropriate equivalent document in English issued by the country of the bidder concerned in accordance with Section 20.2.9.2 of the IRR of RA No. 12009.

8. *[Name of Bidder]* complies with existing labor laws and standards; and

9. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:

   a) Carefully examine all of the Bidding Documents;

   b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

   c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and

   d) Inquire or secure Supplemental Bid Bulletin(s) issued for the *[Project Title]*.

10. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

11. In case advance payment was made or given to *[Name of Bidder]*, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability under existing laws.

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of ___, 20__ at _____, Philippines.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Affiant's Signature over Printed Name]
[Position/Designation]
[Date]

JURAT

SUBSCRIBED AND SWORN to before me this _____ day of *[month] [year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____.

WITNESS MY HAND AND SEAL this ___ day of *[month] [year].*

NAME OF NOTARY PUBLIC
Notarial Commission No. _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. __, *[date issued], [place issued]*
IBP No. __, *[date issued], [place issued]*

Doc. No. _____
Page No. _____
Book No. _____
Series of _____.