



Republic of the Philippines  
**Department of Education**  
 REGION I

REQUEST FOR QUOTATION / PROPOSAL

Name of Company

Complete Company Address

DATE : **March 17, 2026**

RFQ NO. : **2026-03-0028P**

PR NO. : **2026-03-0027P**

PHILGEPS REF NO. :

To whom it may concern:

Please quote your lowest price/s on the lot or item/s below, subject to General Conditions indicated herein, stating the shortest time of delivery and submit your quotation duly signed by your official representative not later than **March 17, 2026 at 02:00PM** Bids and Awards Committee, DepED Regional Office City of San Fernando, La Union

Very truly yours,

**RHODA T. RAZON**  
 Director III  
 Chairperson, BAC

**CANVASSERS'S CERTIFICATION**

This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation in accordance to the guidelines in securing prices for the Department of Education Region I.

(Signature Above Printed Name)

**AUTHORIZED CANVASSERS**

PLEASE QUOTE: PER LOT

SUPPLIER/CONTRACTOR/CONSULTANT'S PROPOSAL BOX

Lot NO.	ITEM DESCRIPTION (Item Name & Technical Specification)	QTY.	UNIT	APPROVED BUDGET OF THE CONTRACT (ABC)	FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL	
					UNIT PRICE	TOTAL PRICE	YES	NO
	<b>Procurement of Hygiene Kit for the Palarong Pambansa CY 2026</b>	<b>1</b>	<b>Lot</b>	<b>549,000.00</b>				
	<b>Individually Packed Personal Hygiene Kit</b>	<b>900</b>	<b>pcs</b>	<b>610.00</b>				
	Specs:							
	transparent waterproof pouch, large							
	soft bristle toothbrush							
	toothpaste, 25ml							
	antibacterial bar soap, 60g							
	70% isoprophyl alcohol, 40ml							
	shampoo, 70ml							
	mosquito/insect repellent 50ml DEET 1110-15%							
	wet wipes, small (50-100 sheets/pack)							
	towellete 15x18 inches							
	<b>Note: All medicines/supplies must have a shelf life of at least 2-3 years from the date of delivery</b>							
	<b>Note: Read the General Conditions on the 2nd page</b>							



Flores St., Catbangen, City of San Fernando, La Union  
 Telephone Nos.: (072) 607-8137/682-2324  
 DepEd Region I region1@deped.gov.ph  
 www.depedregion1.com

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DATE : March 5, 2026  
 RFQ NO. : 2026-03-0028P  
 PR NO. : 2026-03-0027P  
 PHILGEPS REF NO. : \_\_\_\_\_

**GENERAL CONDITIONS**

1. All entries must be typewritten and/or written
2. **Bidders must submit certificate of PHILGEPS Registration ;**
3. Bidders must submit the following documentary
  - a. **Business permits/ Mayor's permit**
  - b. **Notarized Omnibus Sworn Statement**
  - c. **Latest ITR**
4. Place this RFQ in a **sealed envelope** and type the following details on the face of the
 

**Your Company Name**  
**RFQ No.**  
**PR No.**  
**PHILGEPS Reference No.**
5. Delivery period must be made within **fifteen (15) calendar days upon receipt of Notice to Proceed.**
6. Item/s delivered must have warranties for unit replacements, parts, labor or other services;
7. Price validity shall be for a period of \_\_\_\_\_ days upon opening of the quotation;
8. Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC);
9. Transaction with Department of Education Region I shall mean compliance by the winning bidder with the bid and delivery requirements before the issuance of check payment;
10. Failure to comply with these conditions shall mean disqualification of your bid proposal.
11. For queries or clarifications, you can contact us via email:  
**procurement.region1@deped.gov.ph**

**SUPPLIER/CONTRACTOR/CONSULTANTS  
 CERTIFICATION**

Date: \_\_\_\_\_

After having carefully read and accepted Your General Conditions, I/We quote you on the item/s at price/s noted above for immediate delivery and shipment which can be made in \_\_\_\_\_ days from receipt of the **Noticed to Proceed**

\_\_\_\_\_  
**Print Name & Signature of Authorized Representative**

\_\_\_\_\_  
**Company Tel./Fax/Mobile No.**

\_\_\_\_\_  
**Company Tax Identification No. (TIN)**



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