



Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Region XI
 CITY SCHOOLS DIVISION OF DIGOS CITY
 Digos City



REQUEST FOR QUOTATION

19-12-194

RFQ No.

3-Dec-19

Date

Company Name _____
 Address _____
 Contact No. _____
 TIN No. _____

Please quote your lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative.

For and in the absence of the BAC Chairperson:

MELANIE P. ESTACIO, Ph.D.
 BAC CHAIRMAN

VICENTE C. LABURADA, JR.
 BAC VICE-CHAIRMAN

NOTE:

1. ALL ENTRIES MUST BE LEGIBLY WRITTEN.
2. DELIVERY PERIOD MUST BE ON DECEMBER 6-9, 2019
3. PRICE VALIDITY MUST BE WITHIN THIRTY (30) DAYS.
4. PAYMENT TERM: WITHIN 30 DAYS
5. BIDDERS MUST SUBMIT CERTIFIED PHOTOCOPY OF THE FOLLOWING

REQUIRED DOCUMENTS TOGETHER WITH THE RFQ:

- a) Mayor's/Business Permit
- b) PhilGEPS Registration
- c) Income/Business Tax Return
- d) Omnibus Sworn Statement (ORIGINAL)

NOTE: For CY 2019, bidders shall submit these documents to DepEd Digos City Division only ONCE.

6. Approved Budget: Php 1,500 per pax/day

(FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL)

ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE
1	Workshop on Enhancement of Orthography and Primer				
	December 6-9, 2019	pax	10		
	Meals and Snacks and Lease of Real Property and Venue				
	Accommodation, Meals, Snacks and Training Venue (4 Days)				
	Day 1 - December 6, 2019				
	Breakfast: Selection from the breakfast menu				
	Lunch: Rice, Beef Steak, Battered Chicken, Tropical Fruit				
	Medley, Chicken Pansit, Fruit juice				
	Morning Snacks: Cream Bread and Chicken Sotanghon				
	(Plus pica-pica: peanuts, stick bread, fish cracker), fruit juice				
	Afternoon Snacks: Assorted kakanin, hot choco, coffee				
	Dinner: Dinner specialty of the house (Selection)				
	Day 2 - December 7, 2019				
	Breakfast: Selection from the breakfast menu				
	Lunch: Rice, Grilled Tuna, Chicken Tinola, Fried Fish Fillet,				
	Camote Tops Salad, Fruit Juice				
	Morning Snacks: Pancake w/ syrup, Pineapple Juice (Plus				
	pica-pica: peanuts, stick bread, fish cracker), fruit juice				
	Afternoon Snacks: Banana Cake, Fruit Shake				
	Dinner: Dinner specialty of the house (Selection)				
	Day 3 - December 8, 2019				
	Breakfast: Selection from the breakfast menu				
	Lunch: Rice, Grilled Tuna, Chicken Tinola, Fried Fish Fillet,				
	Camote Tops Salad, Fruit Juice				
	Morning Snacks: Pancake w/ syrup, Pineapple Juice (Plus				
	pica-pica: peanuts, stick bread, fish cracker), fruit juice				
	Afternoon Snacks: Banana Cake, Fruit Shake				
	Dinner: Dinner specialty of the house (Selection)				
	Day 4 - December 9, 2019				
	Breakfast: Selection from the breakfast menu				
	Lunch: Rice, Grilled Tuna, Chicken Tinola, Fried Fish Fillet,				
	Camote Tops Salad, Fruit Juice				
	Morning Snacks: Pancake w/ syrup, Pineapple Juice (Plus				
	pica-pica: peanuts, stick bread, fish cracker), fruit juice				
	Afternoon Snacks: Banana Cake, Fruit Shake				
	Dinner: Dinner specialty of the house (Selection)				
	Note: Charge to IPEd PSF Funds FY 2019				
	SUBJECT TO WITHHOLDING TAX				

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above.

Quoted by: [Signature]
 Date: 12-04-19

Company Name _____
 Telephone/Cellphone Number _____
 Printed Name/Signature of Authorized Representative _____
 Date: _____