



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



REQUEST FOR QUOTATION

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

RFQ No. **23-10-116**
 Date: **October 13, 2023**
 Date and Time of Opening: **October 18, 2023, 9:30 AM**

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.

NOTE:

- ALL ENTRIES MUST BE LEGIBLY WRITTEN.
- DELIVERY PERIOD MUST BE ON **OCTOBER 24-28, 2023**.
- PRICE VALIDITY MUST BE WITHIN THIRTY (30) DAYS.
- PAYMENT TERM: WITHIN 30 DAYS
- INDICATE PRICES PER ITEM AND TOTAL AMOUNT
- BIDDERS MUST SUBMIT CERTIFIED PHOTOCOPY OF THE FOLLOWING

REQUIRED DOCUMENTS TOGETHER WITH THE RFQ:

- Mayor's/Business Permit
- PhilGEPS Registration
- Income/Business Tax Return
- Omnibus Sworn Statement (ORIGINAL)
- Bank Account Number (Photocopy of any Proof of Bank Account)

NOTE: For CY 2023, bidders shall submit these documents to DepEd Digos City Division only **ONCE**.

7. Approved Budget: **P 350,000.00**

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

ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE
Lot 1	Lease of Real Property and Venue for the Training/Workshop on Establishing Functional CPCs in SDOs of Region XI on October 24-28, 2023	head	175		
	Day 1 - October 24, 2023				
	PM Snacks: Ubo turon and iced tea				
	Dinner: Steamed rice, beef pochero, chicken fillet with gravy, chopseuy, canned juice, fresh fruits				
	Day 2 - October 25, 2023				
	Breakfast: Steamed rice, sunny side-up egg, crispy fried chicken, coffee or chocolate milk				
	AM Snacks: Ham and egg sandwich with cucumber and tomatoes, canned juice				
	Lunch: Steamed rice, buttered chicken, beef steak pinoy, sotanghon guisado, canned juice and buko pandan				
	PM Snacks: Banana turon with jackfruit, canned juice				
	Dinner: Steamed rice, beef lengua w/ mushroom sauce, sweet and sour fish, pinakbet, canned juice, and fresh fruits				
	Day 3 - October 26, 2023				
	Breakfast: Steamed rice, beef tapa, scrambled egg, coffee or chocolate milk				
	AM Snacks: Ube pie and canned juice				
	Lunch: Steamed rice, beef caldereta, chicken afritada, steamed vegetables with bagoong, canned juice and mango tapioca				
	PM Snacks: Creamy carbonara with toasted garlic bread, canned juice				
	Dinner: Steamed rice, chicken curry, grilled tuna belly with soy sauce, fried lumpia ubod, canned juice, fresh fruits				
	Day 4 - October 27, 2023				
	Breakfast: Steamed rice, fried boneless marinated bangus, scrambled egg, coffee or chocolate milk				
	AM Snacks: Chicken palabok with toasted garlic bread and iced tea				
	Lunch: Steamed rice, beef lengua estofada, tinolang manok, fried lumpia ubod, canned juice and buko salad				
	PM Snacks: Fresh lumpia stuffed with chicken and ubod, and iced tea				
	Dinner: Steamed rice, beef mechado, buttered chicken, pancit canton, canned juice and fresh fruits				
	Day 5 - October 28, 2023				
	Breakfast: Steamed rice, crispy dried dangit, chicken adobo, coffee or chocolate milk				
	AM Snacks: Chicken and spaghetti and canned juice				
	<i>Inclusive of accomodation, working tables and chairs good for 38 pax, 6x8 ft. tarpaulin for backdrop, 2 wireless microphones, podium, LCD projector and projector screen, Wi-Fi/Internet access, 2 long tables with table cloths (1 for the registration; 1 for the working committee), flowing coffee and chocolate milk, AM and PM finger chips and peanut</i>				
	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.

Canvassed by:

DOMINADOR ESPACIO / DIANA GRACE V. AMIGO / JOEL E. ESTOMO / RAE S. TAGULAO

Date

Company Name

Telephone/Cellphone Number

Printed Name/Signature of Authorized Representative

Date: _____