



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



REQUEST FOR QUOTATION

Company Name	_____	RFQ No. 24-11-138A
Address	_____	Date: December 10, 2024
Contact No.	_____	Date and Time of Opening: December 18, 2024, 1:30PM
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.

NOTE:

- ALL ENTRIES MUST BE LEGIBLY WRITTEN.
- DELIVERY PERIOD MUST BE ON **DECEMBER 20, 2024**.
- PLACE OF DELIVERY: DEPED-SCHOOLS DIVISION OF DIGOS CITY
- PRICE VALIDITY MUST BE WITHIN THIRTY (30) DAYS.
- PAYMENT TERM: WITHIN 30 DAYS
- INDICATE PRICES PER ITEM AND TOTAL AMOUNT
- BIDDERS MUST HAVE A PHYSICAL STORE WITH READILY AVAILABLE SUPPLIES IN CASE IN NEED OF POST-QUALIFICATION EVALUATION
- BIDDERS MUST SUBMIT CERTIFIED PHOTOCOPY OF THE FOLLOWING

MARIA GENEVIEVE T. FRANCISQUETE

BAC CHAIRMAN

For and in the absence of the BAC Chairperson:

CLARENCE S. PILLERIN

BAC VICE-CHAIRMAN

REQUIRED DOCUMENTS TOGETHER WITH THE RFQ:

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

NOTE: For CY 2024, bidders shall submit these documents to DepEd Digos City Division only ONCE.

- APPROVED BUDGET: **P 42,000.00**

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

ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE
Lot 1	<i>Lease of Real Property and Venue, Meals and Snacks for the:</i>				
	Strengthening the Implementation of the Gulayan sa Paaralan Program Upskilling cum Introduction to Mushroom Production and Bio-intensive Gardening to all Schools Administrators and Project Development Officers on December 20, 2024				
	December 20, 2024	head	70		
	Specifications: Airconditioned room with LCD				
	Lunch: Rice, mushroom and egg soup, chicken cordon bleu, lumpia ubod, chicken afritada, fresh tropical fruits, fresh fruit juices, macaroni salad				
	AM Snacks: Puto maya and tsokolate				
	PM Snacks: Club house and fresh lemon juice drink				
	<i>No soda/softdrinks</i>				
	Inclusions: Backdrop (tarpaulin), pica2x, overflowing coffee, hot and cold water dispenser				
				GRAND TOTAL:	
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:

Signature over Printed Name

Date

Company Name

Telephone/Cellphone Number

Printed Name/Signature of Authorized Representative

Date: