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. **24-05-046**
Date: **May 7, 2024**
Date and Time of Opening: **May 8, 2024, 1:30 PM**

MARIA GENEVIEVE T. FRANCISQUETE
BAC CHAIRMAN

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:
1. ALL ENTRIES MUST BE LEGIBLY WRITTEN.
2. DELIVERY PERIOD MUST BE ON **MAY 10-11 & 18-19, 2024.**
3. PLACE OF DELIVERY: DEPED-SCHOOLS DIVISION OF DIGOS CITY
4. PRICE VALIDITY MUST BE WITHIN THIRTY (30) DAYS.
5. PAYMENT TERM: WITHIN 30 DAYS
6. INDICATE PRICES PER ITEM AND TOTAL AMOUNT
7. 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)
e) 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***.

8. Approved Budget: P 40,000.00

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

ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE
Lot 1	***Procurement and Delivery of:***				
	Meals and Snacks for the Conversion Workshop for the Development of				
	Interactive Materials in Filipino Grade 3 for Quarters 3 & 4 and Field Testing				
	on May 10-11 & 18-19, 2024				
	Day 1 - May 10, 2024	**head**	**20**		
	AM Snacks: Canned juice and special biko				
	Lunch: Rice, fried chicken, pancit canton, chopsuey				
	PM Snacks: Canned juice and bread				
	Day 2 - May 11, 2024	**head**	**20**		
	AM Snacks: Coffee and suman				
	Lunch: Rice, beef steak, gulay lumpia and sotanghon guisado				
	PM Snacks: Coffee and special biko				
	Day 3 - May 18, 2024	**head**	**20**		
	AM Snacks: Buko juice and sandwich				
	Lunch: Rice, chicken afritada, chicken lumpia, bihon guisado				
	PM Snacks: Coffee and special biko				
	Day 4 - May 19, 2024	**head**	**20**		
	AM Snacks: Coffee and sandwich				
	Lunch: Rice, beef mechado, lumpia gulay and bam-i				
	PM Snacks: Canned juice and sandwich				
	Buffet at Division Office Conference Hall, DepEd Digos City Division, Roxas cor.				
	Lopez Jaena Streets, Digos City				
	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:

5-7-24
Date

_____
Company Name

_____
Telephone/Cellphone Number

_____
Printed Name/Signature of Authorized Representative

Date: _____