

## REQUEST FOR QUOTATION

No. : 2025-11-494

November 20, 2025

### Test All Eligible Bidders

1. Please quote your lowest price inclusive of VAT on the items listed below, subject to the Terms and Conditions of this RFQ. Submit your quotation duly signed by your authorized representative at the DepEd Division of Zamboanga Sibugay, Pangl, Ipil, Zamboanga Sibugay not later than 24 NOV 2024. Receipt of at least one (1) of this quotation is sufficient to proceed with the evaluation.

## 2. Term and Conditions

- a. All entries must be **READABLE/ TYPEWRITTEN**.

**Note:** Eligibility requirements must be attach in every Request for Quotation and duly authenticated or certified true copy for the following documents:

- Mayor's Permit
  - Philippine Registration Member
  - Income/Business Tax Return for ABC's with 500,000.00 and above
  - Omnibus Sworn Statement for ABC's with 50,000.00 (for winning bidder)
- c. Warranty shall be for a period of six (6) months for supplier and materials, one (1) year for equipment and other services from date of acceptance by the procuring entity.

**FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL**

3. Quotation that exceeds the Approved Budget for the Contract (ABC) shall be automatically disqualified.

MA. COLLEEN L. EMORICHA, EdD., CESO VI  
BAC Chairman

*Note: The Head of the Procuring Entity reserves the right to review the quotation of the bidders and reject any and all bids, declare the failure of the procurement process at any time prior to the contract award or not to award the contract pursuant to existing guidelines, without incurring any liability.*

Please return in sealed envelope and indicate the RFQ number.

Item No.	Unit	Item Specification	Quantity	Unit Price	Total Price
	pax	Venue, meals and snacks good for 2 days	37		
		<b>Day 1:</b>			
		AM Snacks: Clubhouse Sandwich, Bottled Water			
		Lunch: Fried Chicken, Chopsucy, Tinolang Manok, Softdrinks, Fruits			
		PM Snacks: Carrot Cake, Bottled Water			
		<b>Day 2:</b>			
		AM Snacks: Cheese Burger, Bottled Juice			
		Lunch: Pochoero, Isda Sugba, Sotanghon, Fruits, Softdrinks			
		PM Snacks: Puto Maya, Hot Cocoa			
		Notes:			
		*Payment will be made based on the actual number of participants who have participated in the activity			
		*With flowing coffee, milo and tea			
		*With LCD & 2 Wide Screen needed, Strong WiFi Signal,			
		Provision of ramps for participants with difficulty in walking and in climbing of stairs like those with disability and senior citizens, well-lighted and ventilated venue and comfort rooms, thermo scanner for temperature check and alcohol for sanitation in the entire duration of the training/activity.			
	ABC	51,060.00			
Purpose:	For the Conduct of Division Federated Supreme Secondary Learner Government (SSLG) and Division Federated Supreme Elementary Learner Government (SELG) Election on February 2026				
Suppliers Company Name:			Date:		
Address:			Tel. No.:		
TIN Number:			Cell. No.:		
Supplier's Signature Over Printed Name:			Email Add:		
			Fax No.:		



Pangi, Ipil, Zamboanga Sibugay, 7001  
 0968-520-9123  
 zamboanga.sibugay@deped.gov.ph  
 depedzamboangasibugay.ph  
 DepEd Tayo Zamboanga Sibugay Division