



Republic of the Philippines  
**Department of Education**  
 REGION IX  
**SCHOOLS DIVISION OF ZAMBOANGA SIBUGAY**

# REQUEST FOR QUOTATION

No. : 2023-11-280

November 14, 2023

**To: 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, Pangi, Ipil, Zamboanga Sibugay not later than 20 NOV 2023. 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.
  - b. Please fill up the blank section/ columns (Unit price, total price including the grand total).
  - d. Price validity must be within sixty (60) calendar days.  
**Note:** Mayor's Permit and Tax Clearance must be duly authenticated or certified true copy by issuing Agency and PhilGEPS Certification.
  - e. Warranty shall be for a period of six (6) months for supplies 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.

**AURELIO A. SANTISAS**  
 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 RFO number.*

Item No.	Unit	Item Specification	Quantity	Unit Price	Total Price
	pax	Venue, Accommodation, Breakfast, Lunch, Dinner and AM, PM snacks good for 2 days	85		
		<b>MENU:</b>			
		Breakfast - fried marinated bangus, boiled egg, tortang talong, bulad dilis, fruits			
		Lunch - tinolang manok bisaya, grilled fish, isda kinilaw, vegetable salad, fruits			
		Dinner - beef mechado, sotanghon, fried fish, fruits			
		Snacks - AM: special majoy, juice PM: special mamon, juice			
		<i>Provision of ramps for participants with difficulty in walking and in climbing the 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.</i>			
		<b>Charged to HRD</b>			
	ABC	<b>₱289,000.00</b>		<b>TOTAL</b>	
Purpose:	<b>Division Capacity Building of School Heads on Performance Management on November 28-30, 2023.</b>				
Suppliers Company Name:				Date:	
Address:				Tel. No.:	
TIN Number:				Cell. No.:	
Supplier's Signature Over Printed Name:				Email Add:	
				Fax No.:	



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