



### REQUEST FOR QUOTATION

|                              |   |                 |                 |
|------------------------------|---|-----------------|-----------------|
| <b>Procuring Office/End-</b> | DepED, Division of Ozamiz City  | <b>RFQ No.:</b> | SEPT23-217      |
| <b>Office/End-</b>           | Sports  | <b>PR No.</b>   | 2023-09-217     |
| <b>Purpose:</b>              | Rental of Training Venue and Catering Services for the Capacity Training for MAPEH Teachers on Sports Coaching and School Sports Clubbing on October 16-17,2023 | <b>Date:</b>    | October 5, 2023 |

**TERMS and CONDITIONS:**

- All entries must be typewritten or legibly written.
- Delivery period is **October 16-17, 2023**
- Avoid quoting if stocks are not available within the period stipulated.
- Warranty shall be for a minimum of three (3) months for supplies and materials from date of acceptance by the end-user.
- Price validity shall be for a period of sixty (60) calendar days.
- Bidders shall submit original brochures showing certifications of the product, if applicable.
- Failure to print name and/or signature of authorized representative shall disqualify the supplier from participating the bidding process.
- Failure to deliver within the stipulated delivery period shall subject the supplier to a penalty or liquidated damages of 1/10 1% per day of delay

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated above and submit your quotation duly signed by your representative not later than 2 days after the receipt of this document.

Very truly yours,

**DIONISIO L. LAVAGON, JR.**

ASDS/BAC Chair

| <b>Company Name:</b>          |     |      |  |                  |                |            |             |
|-------------------------------|-----|------|--|------------------|----------------|------------|-------------|
| <b>Address:</b>               |     |      |  |                  |                |            |             |
| <b>Telephone No./ Fax No.</b> |     |      |  |                  |                |            |             |
| Item No.                      | QTY | Unit | Items and Description  | ABC              | Bidder's Brand | Unit Price | Total Price |
|                               |     |      | <b>Food (Day 1) October 16, 2023</b>   | -                |                |            |             |
| 1                             | 95  | pax  | a.m. and p.m. Snacks<br>(1 bottled/canned drinks and pasta/bread)<br><br>Lunch (2 main courses, rice, pasta/veggie, dessert, bottled juice/drinks) | 350.00           |                |            |             |
|                               |     |      | <b>Food (Day 2) October 17, 2023</b>   | -                |                |            |             |
| 2                             | 95  | pax  | a.m. and p.m. Snacks<br>(1 bottled/canned drinks and pasta/bread)<br><br>Lunch (2 main courses, rice, pasta/veggie, dessert, bottled juice/drinks) | 350.00           |                |            |             |
| *** Nothing Follows ***       |     |      |  |                  |                |            |             |
| <b>TOTAL</b>                  |     |      |  | <b>66,500.00</b> |                |            |             |

After having carefully read and accepted your General Conditions, I / We quote you on the item(s) at prices noted above.

- Note:**
- Amount Below Php 50,000.00
    - \* please attach MAYOR'S BUSINESS PERMIT (photocopy only) Signature Over Printed Name / Date
  - Amount Above Php 50,000.00
    - \* please attach MAYOR'S BUSINESS PERMIT (photocopy only)
    - \* Omnibus Sworn Statement (photocopy only)
    - \* Latest Income Business Return (photocopy only)