



**REQUEST FOR QUOTATION**

<b>Procuring Office/End-User:</b>	DepED, Division of Ozamiz City	<b>RFQ No.:</b>	SEPT23-
<b>Office/End-User:</b>	SGOD-HRD, CID and OSDS,	<b>PR No.</b>	2023-09-
<b>Purpose:</b>	For the conduct of the Divisional Roll Out on Higher Order Thinking Skills - Professional Learning Package ( HOTS-PLPs) for Science, Mathematics and English Teachers on October 10, ( Pre-Work); October 25-28, 2023, ( Cluster 1-English); November 8-11, 2023 ( Cluster 2-Science); and November 14-17, 2023, ( Cluster 3- Mathematics).	<b>Date:</b>	October 2, 2023

**TERMS and CONDITIONS:**

- All entries must be typewritten or legibly written.
- Delivery period is **Oct. 10, 2023, Oct. 25-28, 2023, Nov. 8-11, 2023 and Nov 14-17, 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. LUWAG, 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
			Catering Services - a.m. snacks, p.m. snacks and Lunch of participants, speakers, support staff and facilitators with free use of Plenary Hall that can hold at most 100 participants; and another session room that can accommodate at most 20 participants				
1	35	pax	Pre-Work Activity on HOTS-PLPs (a.m. snacks: juice in can, Chicken Meat Bread; Lunch: rice, 2 main course, 1 pasta/vegie, dessert, softdrinks; p.m. snacks juice in can, Empanada)	350.00			
2	94	pax	Cluster 1-English October 25-28, 2023 ( 4 days) (a.m. snacks: juice in can, baked products/pasta/pastry/Filipino delicacies; Lunch: rice, 2 main course, 1 pasta/vegie, dessert, softdrinks; p.m. snacks : juice in can, baked products/pasta/pastry/Filipino delicacies;	350.00			
3	96	pax	Cluster 2-Science Nov. 8-11, 2023 ( 4 days) (a.m. snacks: juice in can, baked products/pasta/pastry/Filipino delicacies; Lunch: rice, 2 main course, 1 pasta/vegie, dessert, softdrinks; p.m. snacks : juice in can, baked products/pasta/pastry/Filipino delicacies;	350.00			
4	104	pax	Cluster 3-Mathematics Nov. 15-18, 2023 ( 4 days) (a.m. snacks: juice in can, baked products/pasta/pastry/Filipino delicacies; Lunch: rice, 2 main course, 1 pasta/vegie, dessert, softdrinks; p.m. snacks : juice in can, baked products/pasta/pastry/Filipino delicacies;	350.00			
			Inclusions:	-			
			with 3 buffet tables	-			
			with flowing coffee and choco drink	-			
			with flowing hot and cold water	-			
			free use of at least 3 microphones in the plenary hall and in the session room				
			free use of sound system				
			free use of projector and projector screen				
			free use of generator in case of power interruption				
			*** Nothing Follows ***				
<b>TOTAL</b>				<b>423,850.00</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)