



Republic of the Philippines  
Department of Education  
Region X – Northern Mindanao  
**DIVISION OF OZAMIZ CITY**



City of Ozamiz  
IBJT Compound, Carangan, Ozamiz City  
Telephone (088) 545-0988 Fax No. (088) 545-0990  
Website: www.ozamiz.deped.gov.ph/ Email: ozamiz.city@deped.gov.ph

**REQUEST FOR QUOTATION**

|                              |   |                 |              |
|------------------------------|---|-----------------|--------------|
| <b>Procuring Office/End-</b> | DepED, Division of Ozamiz City  | <b>RFQ No.:</b> | MAY24-91     |
| <b>Office/End-</b>           | SGOD, CID, and OSDS   | <b>PR No.</b>   | 2024-05-91   |
| <b>Purpose:</b>              | For the conduct of FY 2024 SBFP Consultation Conference in All SBFP Implementing Schools. | <b>Date:</b>    | May 27, 2024 |

|  |  |  |  |
|--|--|--|--|
| <b>TERMS and CONDITIONS:</b>   |  |  |  |
| <ol style="list-style-type: none"> <li>All entries must be typewritten or legibly written. Any overwriting, erasures must be initialed by the Bidder.</li> <li><b>Delivery period August 6,7,8,9,13,14, 2024 and delivered goods/services must be in accordance to accepted offer of the bidder.</b></li> <li>Avoid quoting if stocks are not available within the period stipulated.</li> <li>Price Quotation/s shall be inclusive of all taxes, charges or fees.</li> <li>Warranty security shall be for a minimum of <b>three (3) months for expendable supplies and 1 year for non-expendable supplies</b> from date of acceptance by the end-user.</li> <li>Price validity shall be for a period of Forty Five (45) calendar days.</li> <li>Bidders shall submit original brochures showing certifications of the product, if applicable.</li> <li>Failure to print name and/or signature of authorized representative shall disqualify the supplier from participating the bidding process.</li> <li>Delivered goods shall be inspected upon the date/period stipulated and shall be acknowledged to conform the compliance with the technical specifications.</li> <li>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 on items not delivered.</li> <li>Quotations submitted must be <b>sealed</b>.</li> <li>Payment shall be made after the delivery/activity and upon the submission of the required document/s such as: Order slip/Billing Statement by the supplier. Our servicing bank: Development Bank of the Philippines shall credit the amount due to the bank account of the supplier/contractor. <b>Please take note that corresponding bank transfer fees, if any, shall be chargeable to the account of the supplier/contractor.</b></li> <li>Procuring Entity may terminate and contract anytime in accordance with the grounds provided under R.A 9184 and its 2016 revised IRR.</li> <li>The RFQ, Purchase Order and other related documents for the above-stated projects shall be deemed to form part of the contract.</li> </ol> |  |  |  |

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated above and submit/email your quotation duly signed by your representative not later than **May 30, 2024 at 12:00 NN**.

Very truly yours,

**DIONISIO L. LIWAGON, JR., CESE**

ASDS/BAC Chair

| <b>Company Name:</b>                                |     |      |  |        |   |            |             |
|---|-----|------|--|--------|---|------------|-------------|
| <b>Address:</b>                                     |     |      |  |        |   |            |             |
| <b>PhilGEPS Reg. Number</b>                         |     |      |  |        |   |            |             |
| Item No.  | QTY | Unit | Items and Description  | ABC    | Bidder's Brand/Model and Specifications | Unit Price | Total Price |
| <b>Manner of Awarding: "To be awarded in 1 lot"</b> |     |      |  |        |   |            |             |
| 1   | 40  | pax  | Day 1 - August 6, 2024 (Venue: District 1 / District 2 ) Division-Based Participants   | 450.00 |   |            |             |
|   |     |      | PACKED LUNCH with 1 A.M. & 1 P.M. SNACKS; for Lunch, inclusive of 3 viands, rice, salad/dessert/drinks and for 1 AM & 1 P.M. Snacks, inclusive of soda/juice, pasta or bread//burger |        |   |            |             |
| 2   | 15  | pax  | Day 1 - August 6, 2024 (Venue: District 2 ) District 1 School-Based Participants   | 450.00 |   |            |             |
|   |     |      | PACKED LUNCH with 1 A.M. SNACKS; for Lunch, inclusive of 4 viands, rice, salad/dessert/drinks and for 1 A.M. Snacks, inclusive of soda/juice, pasta or bread//burger                 |        |   |            |             |
| 3   | 15  | pax  | Day 1 - August 6, 2024 (Venue: District 1 ) District 2 School-Based Participants   | 450.00 |   |            |             |
|   |     |      | PACKED LUNCH with 1 P.M. SNACKS; for Lunch, inclusive of 4 viands, rice, salad/dessert/drinks and for 1 P.M. Snacks, inclusive of soda/juice, pasta or bread//burger                 |        |   |            |             |
| 4   | 15  | pax  | Day 2 - August 7, 2024 (Venue: District 3 / District 4 ) Division-Based Participants   | 450.00 |   |            |             |
|   |     |      | PACKED LUNCH with 1 A.M. & 1 P.M. SNACKS; for Lunch, inclusive of 3 viands, rice, salad/dessert/drinks and for 1 AM & 1 P.M. Snacks, inclusive of soda/juice, pasta or bread//burger |        |   |            |             |
| 5   | 18  | pax  | Day 2 - August 7, 2024 (Venue: District 3 ) District 3 School-Based Participants   | 450.00 |   |            |             |
|   |     |      | PACKED LUNCH with 1 A.M. SNACKS; for Lunch, inclusive of 4 viands, rice, salad/dessert/drinks and for 1 A.M. Snacks, inclusive of soda/juice, pasta or bread//burger                 |        |   |            |             |
| 6   | 20  | pax  | Day 2 - August 7, 2024 (Venue: District 4 ) District 4 School-Based Participants   | 450.00 |   |            |             |
|   |     |      | PACKED LUNCH with 1 P.M. SNACKS; for Lunch, inclusive of 4 viands, rice, salad/dessert/drinks and for 1 P.M. Snacks, inclusive of soda/juice, pasta or bread//burger                 |        |   |            |             |

|              |    |     |  |                   |  |  |  |
|--------------|----|-----|--|-------------------|--|--|--|
| 7            | 15 | pax | Day 3 - August 8, 2024 (Venue: District 5 ) Division-Based Participants  | 450.00            |  |  |  |
|              |    |     | PACKED LUNCH with 1 A.M. & 1 P.M. SNACKS; for Lunch, inclusive of 3 viands, rice, salad/dessert/drinks and for 1 AM & 1 P.M. Snacks, inclusive of soda/juice, pasta or bread//burger | -                 |  |  |  |
| 8            | 25 | pax | Day 3 - August 8, 2024 (Venue: District 5 ) District 5 School-Based Participants   | 450.00            |  |  |  |
|              |    |     | PACKED LUNCH with 1 A.M. SNACKS; for Lunch, inclusive of 4 viands, rice, salad/dessert/drinks and for 1 A.M. Snacks, inclusive of soda/juice, pasta or bread//burger                 | -                 |  |  |  |
| 9            | 60 | pax | Day 3 - August 8, 2024 (Venue: District 5 ) District 5 School-Based Participants; Labo CS teaching force & stakeholders forum (SBFP/ISNM/GPP/Wins Implementing School)               | 450.00            |  |  |  |
|              |    |     | PACKED LUNCH with 1 P.M. SNACKS; for Lunch, inclusive of 4 viands, rice, salad/dessert/drinks and for 1 P.M. Snacks, inclusive of soda/juice, pasta or bread//burger                 | -                 |  |  |  |
| 10           | 15 | pax | Day 4 - August 9, 2024 (Venue: District 6 ) Division-Based Participants  | 450.00            |  |  |  |
|              |    |     | PACKED LUNCH with 1 A.M. & 1 P.M. SNACKS; for Lunch, inclusive of 3 viands, rice, salad/dessert/drinks and for 1 AM & 1 P.M. Snacks, inclusive of soda/juice, pasta or bread//burger | -                 |  |  |  |
| 11           | 20 | pax | Day 4 - August 9, 2024 (Venue: District 6 ) District 6 School-Based Participants   | 450.00            |  |  |  |
|              |    |     | PACKED LUNCH with 1 A.M. SNACKS; for Lunch, inclusive of 4 viands, rice, salad/dessert/drinks and for 1 A.M. Snacks, inclusive of soda/juice, pasta or bread//burger                 | -                 |  |  |  |
| 12           | 18 | pax | Day 5 - August 13, 2024 (Venue: District 7 / District 8 ) Division-Based Participants  | 450.00            |  |  |  |
|              |    |     | PACKED LUNCH with 1 A.M. & 1 P.M. SNACKS; for Lunch, inclusive of 3 viands, rice, salad/dessert/drinks and for 1 AM & 1 P.M. Snacks, inclusive of soda/juice, pasta or bread//burger | -                 |  |  |  |
| 13           | 20 | pax | Day 5 - August 13, 2024 (Venue: District 7 ) District 7 School-Based Participants  | 450.00            |  |  |  |
|              |    |     | PACKED LUNCH with 1 A.M. SNACKS; for Lunch, inclusive of 4 viands, rice, salad/dessert/drinks and for 1 A.M. Snacks, inclusive of soda/juice, pasta or bread//burger                 | -                 |  |  |  |
| 14           | 22 | pax | Day 5 - August 13, 2024 (Venue: District 8 ) District 8 School-Based Participants  | 450.00            |  |  |  |
|              |    |     | PACKED LUNCH with 1 P.M. SNACKS; for Lunch, inclusive of 4 viands, rice, salad/dessert/drinks and for 1 P.M. Snacks, inclusive of soda/juice, pasta or bread//burger                 | -                 |  |  |  |
| 15           | 17 | pax | Day 6 - August 14, 2024 (Venue: District 9 / District 10 ) Division-Based Participants   | 450.00            |  |  |  |
|              |    |     | PACKED LUNCH with 1 A.M. & 1 P.M. SNACKS; for Lunch, inclusive of 3 viands, rice, salad/dessert/drinks and for 1 AM & 1 P.M. Snacks, inclusive of soda/juice, pasta or bread//burger | -                 |  |  |  |
| 16           | 25 | pax | Day 6 - August 14, 2024 (Venue: District 9 ) District 9 School-Based Participants  | 450.00            |  |  |  |
|              |    |     | PACKED LUNCH with 1 A.M. SNACKS; for Lunch, inclusive of 4 viands, rice, salad/dessert/drinks and for 1 A.M. Snacks, inclusive of soda/juice, pasta or bread//burger                 | -                 |  |  |  |
| 17           | 25 | pax | Day 6 - August 14, 2024 (Venue: District 10 ) District 10 School-Based Participants  | 450.00            |  |  |  |
|              |    |     | PACKED LUNCH with 1 P.M. SNACKS; for Lunch, inclusive of 4 viands, rice, salad/dessert/drinks and for 1 P.M. Snacks, inclusive of soda/juice, pasta or bread//burger                 | -                 |  |  |  |
|              |    |     | *** Nothing Follows ***  |                   |  |  |  |
| <b>TOTAL</b> |    |     |  | <b>173,250.00</b> |  |  |  |

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

**Note:**

**DOCUMENTARY REQUIREMENTS:**

- \* MAYOR'S BUSINESS PERMIT (photocopy only)
- \* Certificate of Registration (BIR 2303) (Photocopy only)
- \* DTI/SEC Certificate/(photocopy only)
- \* Omnibus Sworn Statement (photocopy only) - **Above 50,000.00 and SVP as Alternate Mode of Procurement only**
- \* Latest Income Business Return (photocopy only) - **Above 500,000.00 and SVP as Alternate Mode of Procurement only**

\_\_\_\_\_  
Signature Over Printed Name / Date

\_\_\_\_\_  
Contract Number/Email Address