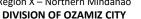


## Republic of the Philippines Department of Education Region X - Northern Mindanao



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

Procuring	DepED, Division of Ozamiz City	RFQ No.:	AUG24-134
Office/End-	SGOD,CID, OSDS	PR No.	2024-08-134
•	For the conduct of the Division Rollout of the ABC+ Project on Instructional Leadership Training (ILT)	Date:	August 8, 2024

## **TERMS and CONDITIONS:**

- 1. All entries must be typewritten or legibly written. Any overwriting, erasures must be initialed by the Bidder.
- 2. Delivery period is on September 1-6, 2024 and delivered goods/services must be in accordance to accepted offer of the bidder.
- 3. Avoid quoting if stocks are not available within the period stipulated.
- 4. Price Quotation/s shall be inclusive of all taxes, charges or fees.
- 5. Warranty security shall be for a minimum of three (3) months for expendable supplies and 1 year for non-expendable supplies from date of acceptance by the end-
- 6. Price validity shall be for a period of Forty Five (45) calendar days.
- 7. Bidders shall submit original brochures showing certifications of the product, if applicable.
- 8. Failure to print name and/or signature of authorized representative shall disqualify the supplier from participating the bidding process.
- Delivered goods shall be inspected upon the date/period stipulated and shall be acknowledged to comform the compliance with the technical specifications.
- 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.
- 11. Quotations submitted must be sealed.
- 12 Payment shall be made after the delivery/activity and upon the submisson 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. Please take note that corresponding bank transfer fees, if any, shall be chargeable to the account of the supplier/contractor.
- 13. Procuring Entity may terminate and contract anytime in accordance with the grounds provided under R.A 9184 and its 2016 revised IRR.
- 14. The RFQ, Purchase Order and other related documents for the above-stated projects shall be deemed to form part of the contract.

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 August 12, 2024 at 1:00PM.

Very truly yours,

DIQNESIO L. LIWAGON, JR., CESE

ASDS/BAC Chair

Compan	y Name:				
Address	:				
PhilGEP	S Reg. Nu	mber			
				Bidder's	

Item No.	QTY	Unit	Items and Description	ABC	Bidder's Brand/Model and Specifications	Unit Price	Total Price
1	60	pax	Use of Training Venue, Meals and Snacks and Room Accommodation of Participants, Speakers and Support Staff for 5 days and 5 nights (September 1, 2024 (Day 0) - September 6, 2024 (Day 5) @P 2,000.00 per pax/day				
			Inclusions:  First meal is dinner on September 1, 2024 (Day 0) and last provision is p.m. snacks on September 6, 2024 (day 5)	-			
			Air-Conditioned Room Accommodation (Night-Stay) for the 60 participants Breakfast, Lunch, Dinner (2 main course, 1 pasta/vegetable, dessert, softdrinks) for 5 days a.m. and p.m. snacks (pasta/bread/pastry/juice in can for 5 days	-			
			* Function Hall/Plenary Hall - 60 pax-capacity, with free use of at least 3 microphones, free internet connectivity, sound system, and generator in case of power interruption				

		* with Projector and whiteboard with marker and eraser	-		
		* with internet connectivity in the rooms to stay at night	-		
		* lobby directional signage	-		
		* parking area	-		
		* bsic technical support	-		
		* with flowing coffee, choco drink/milo & water, disposable cups and standby water dispenser in the plenary hall and along the alley/passage of the rooms to stay-at-night	-		
		* free use of amenities like pool and sports area during break time	-		
		*** Nothing Follows ***			
TOTAL			600,000.00		

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)	Signature Over Printed Name / Date	
	* Certicate of Registration (BIR 2303) (Photocopy only)		
	* DTI/SEC Certificate/(photocopy only)  * Omnibus Sworn Statement (photocopy only) - <b>Above 50,000.00</b>	Contract Number/Email Address	

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