



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

Procuring	DepED, Division of Ozamiz City	RFQ No.:	MAR25-91
Office/End-	SGOD	PR No.	2025-03-91
Purpose:	Meals and Snacks with Venue for the Conduct of Divisional Training for Assessors on Deepening Expertise in Classroom Observation and Portfolio Assessment	Date:	March 07, 2025

TERMS and CONDITIONS:

- All entries must be typewritten or legibly written. Any overwriting, erasures must be initialed by the Bidder.
- Delivery period is on April 22, May 6-9 & May 14-17, 2025 and delivered goods/services must be in accordance to accepted offer of the bidder.**
- Avoid quoting if stocks are not available within the period stipulated.
- Price Quotation/s shall be inclusive of all taxes, charges or fees.
- 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 user.
- Price validity shall be for a period of Forty Five (45) 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.
- Delivered goods shall be inspected upon the date/period stipulated and shall be acknowledged to conform 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.
- Quotations submitted must be **sealed**.
- 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. **Please take note that corresponding bank transfer fees, if any, shall be chargeable to the account of the supplier/contractor.**
- Procuring Entity may terminate and contract anytime in accordance with the grounds provided under R.A 9184 and its 2016 revised IRR.
- 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 March 11, 2025 at 10:00 AM.

Very truly yours,

DIONESIO L. LIWAGON, JR., CESE

ASDS/BAC Chair

Company Name:							
Address:							
PhilGEPS Reg. Number							
Item No.	QTY	Unit	Items and Description	ABC	Bidder's Brand/Model and Specifications	Unit Price	Total Price
Manner of Awarding: "1 Lot"							
1	30	pax	A. Food and Use of Venue for the Resource Speakers and Support Start of the Prewrite Activity (April 22, 2025)	350.00			
			a.m. snack : juice in can, 2 pcs. baked chicken empanada p.m. snacks: juice in can, chicken meat bread Lunch: rice, sinigang fish and shrimp, adobong manok bisaya, special pinakbet, softdrinks, mango tapioca				
			B. Food and Use of Venue for the 76 Participants during the Conduct of the Activity -Day 1 to 4 (a.m. and p.m. snacks: juice-in-can, bread/pastry/kakanin; Lunch: (3 viands, pasta/vegie, rice, soda drink and dessert)				
2	76	pax	Batch 1 - (May 6-9, 2025) Day 1 juice-in-can, chicken siopao Lunch : tinolang manok bisaya with papaya and malunggay, rice, lechon kawali, picadillo, ensaladang talong, soda drink, coffee jelly p.m. Snacks: juice-in-can, baked macaroni	400.00			

3	76	pax	Day 2 a.m. snacks: juice-in-can, 2 pcs. baked empanada Lunch : nilagang baka , fried chicken, rice , pork lumpia, chopsuey, soda drink, mango tapioca p.m. snacks : juice-in-can, benignit	400.00			
4	76	pax	Day 3 a.m. snacks: juice-in-can , yugo chicken burger Lunch : Tinolang fish with malunggay , rice bistek tagalog, pork homba, pepino/lato/guso salad, buko pandan, soda drink p.m. snacks : juice-in-can, carbonara	400.00			
5	76	pax	Day 4 a.m. snacks: juice-in-can, chicken meat bread Lunch : Nilagang baboy, rice, adobong native chicken, grilled fish , okra and camote tops salad , macaroni salad , soda drink p.m. snacks : juice-in-can , chicken siopao	400.00			
6	76	pax	Batch 2 - (May 14-17, 2025)	400.00			
			Day 1 a.m. snacks: juice-in-can, chicken siopao Lunch : tinolang manok bisaya with papaya and malunggay, rice, lechon kawali , picadillo, ensaladang talong, soda drink , coffee jelly p.m. Snacks: juice-in-can, baked macaroni				
7	76	pax	Day 2 a.m. snacks: juice-in-can, 2 pcs. baked empanada Lunch : nilagang baka , fried chicken, rice , pork lumpia, chopsuey, soda drink, mango tapioca p.m. snacks : juice-in-can, benignit	400.00			
8	76	pax	Day 3 a.m. snacks: juice-in-can , yugo chicken burger Lunch : Tinolang fish with malunggay , rice bistek tagalog, pork homba, pepino/lato/guso salad, buko pandan, soda drink p.m. snacks : juice-in-can, carbonara	400.00			
9	76	pax	Day 4 a.m. snacks: juice-in-can, chicken meat bread Lunch : Nilagang baboy, rice, adobong native chicken, grilled fish , okra and camote tops salad , macaroni salad , soda drink p.m. snacks : juice-in-can , chicken siopao	400.00			
			Inclusions:				
			Plenary Hall that can accommodate 76 pax for the 4-day training and a room that can accommodate 30 pax for the pre-work activity				
			free use of at least 3 microphones				
			free use of sound system with projector				
			free use of generator in case of power interruption				
			flowing coffee				
			Free use of a twin room for the regional monitor to stay at night during the activity				
			*** Nothing Follows ***				
TOTAL				253,700.00			

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)
- * 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