



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION
 SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

May 10, 2023

REQUEST FOR PRICE QUOTATION (RFQ)

Please quote your lowest price, inclusive of taxes on the item/s listed below, not higher than **One Hundred Fifty Thousand Pesos (PhP150,000.00)** being the Approved Budget for the Contract (ABC) and submit the signed and sealed quotation to the Office of the BAC Chair, thru the Receiving Section of the SDO, **on or before May 15, 2023; 10:00 am**. Quotations higher than the ABC shall be rejected.

For more information, please contact **Ms. Phoebe R. Arroyo**, BAC Secretariat Chair at Tel. No. (02) 8805-9935 loc. 120 or at sdomuntinlupabacsec@gmail.com.

NERISSA R. LOMEDA PhD
 BAC Chair

Item No	Qty.	Unit	Item Description	PRICE		
				ABC	QUOTE	
					Unit	Total
LOT 1						
BOARD AND LODGING FOR THE CONDUCT OF THE PILOT TESTING OF DEPARTMENT ORDER ON CAREER PROGRESSION AND THE USE OF VALIDATED ASSESSORS' MANUAL						
1	25	pax	Date: May 24-26, 2023 Time: 8:00 am - 5:00 p.m. Type of Accommodation: Board and Lodging (Full Board) -Twin/Triple Sharing Rooms (Separate Beds) -24 Hours Hot and Cold Shower -Clean Beddings, Rooms and Restrooms Check-in time: 2:00 PM, May 24, 2023 Check-out time: 12NN, May 26, 2023 -Provision of toiletries (towel, soap, etc.) Meal Requirements: Day 1: AM Snack Lunch PM Snack Dinner Day 2: Breakfast AM Snack Lunch PM Snack Dinner	PhP 150,000.00		



Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan, Muntinlupa City
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sdo.muntinlupa@gmail.com






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1	25	pax	Date: May 24-26, 2023 Time: 8:00 am - 5:00 p.m. Day 3: Breakfast AM Snack Lunch PM Snack -Managed Buffet with stand-by waiters (Breakfast, Lunch and Dinner) -For breakfast: 2 main dishes, rice, bread, choice of hot tea/ chocolate or coffee -AM and PM snacks: sandwich/ pasta/ kakanin; with drinks -Free flowing coffee and/ or tea -Candies and chips Function Room Requirements: -One (1) function room that can accommodate 25 pax, flexible for training workshop and group activities May 24, 2023: 7:00 AM May 26, 2023: 5:00 PM -Free from outside noise; Well-lighted and well-ventilated -Availability of audio-visual equipment with stand-by assistant: At least one (1) LCD projectors and with wide screen At least three (3) whiteboard with whiteboard pen and eraser Complete set of sound system At least five (5) extension cords At least three (3) microphones Podium/lectern -Unlimited free access to internet/Wi-Fi in all areas of venue			



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1	25	pax	Date: May 24-26, 2023 Time: 8:00 am - 5:00 p.m. -Function room set-up: U-shape type -Two (2) tables for Secretariat (Registration Area) -Provision of waste baskets/trash can -Free from obstruction such as pillars or posts or anything that may obstruct participant's view Other Requirements: -Maintaining cleanliness and regular disinfection of the following areas: functional hall, restrooms, sleeping quarters, hallway, coffee/tea area and dining area -Provision of disinfectant alcohol in all common areas -With appropriate parking area -With 24-hour security, front desk and housekeeping services			
				PhP150,000.00		
Terms of Payment: Payment shall be made by the Procuring Entity through Land Bank's LDDAP-ADA/Bank Transfer Facility or through Land Bank's cheque whichever is the preferred payment of the supplier, not later than sixty (60) days after submission of an invoice or claim by the Supplier. Bank Transfer fee shall be charged against the creditor's account.						
Contract Duration			3 Calendar Days			
Mayor's Permit No: Issued on: Issued at:			Contact Number: Landline No.: Mobile No.:			
SEC/CDA/DTI Registration No.:			Name of Owner / Authorized Representative:			
PhilGEPS Registration No.:			Signature:			



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Important Terms

Each supplier shall fill-up this Request for Price Quotation Form with the following attachments:

- photocopy of the valid business permit/ mayor's permit
- photocopy of SEC / DTI / CDA registration
- photocopy of PhilGEPS registration
- notarized original copy of the Omnibus Sworn Statement (use the prescribed GPPB form)
- photocopy of the Income Tax Return (if the ABC is above PhP500,000.00)

All technical specifications are mandatory. Suppliers shall indicate the brand, model and complete specification of the offered commodity. The form must be signed by the owner/ authorized representative. **Should there be submission of a separate quotation with a different declared amount, the quote in the RFQ prevails.**

Failure or non-compliance to the above-cited pre-requisites shall be ground for the supplier's disqualification.

RFQ-2023-012



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