

# Republic of the Philippines Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

June 3, 2024

#### REQUEST FOR PRICE QUOTATION (RFQ)

Please quote your lowest price, inclusive of taxes on the item/s listed below, not higher than **One Hundred Thirty-Four Thousand Pesos (PhP134,000.00)** 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 June 7, 2024; 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) 8829-2308 loc. 120 or at sdomuntinlupabacsec@gmail.com.

MADELINE ANN L. DIAZ
BAC Vice Chair

Item No	Qty.	Unit	Item Description	PRICE					
				ABC	QUOTE				
110					Unit	Total			
	LOT 1								
BOARD AND LODGING FOR THE CONDUCT OF THE ADVANCE TRAINING FOR									
			ADMINISTRATIVE INVESTIGAT Date: June 24 - 26, 2023	ION					
			Time: 8:00 am - 5:00 pm						
			•						
			Type of Accommodation:						
			*Board and Lodging (Full Board)						
			-Triple/Quad Sharing Rooms						
			-24 Hours Hot and Cold Shower						
			-Clean Beddings, Rooms and Restrooms Check-in time: 2:00 PM, June 24, 2024						
			Check-out time: 12NN, June 26, 2024						
			-Provision of toiletries (towel, soap, etc.)						
			,						
			Meal Requirements:						
			Day 0:						
1	5	Pax	Lunch (Managed Buffet)	PhP10,000.00					
			PM Snack (Plated)						
			Dinner (Managed Buffet)						
			Day 1:	D1 DC2 000 00					
2	31	Pax	Breakfast (Managed Buffet)	PhP62,000.00					
			AM Snack (Plated)						
			Lunch (Managed Buffet)						
			PM Snack (Plated) Dinner (Managed Buffet)						
			Diffici (managed bullet)						





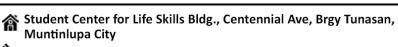


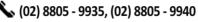
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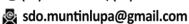
### NATIONAL CAPITAL REGION SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Item No	Qty.		Item Description	PRICE			
		Unit		ABC	QUOTE		
					Unit	Total	
	LOT 1 BOARD AND LODGING FOR THE CONDUCT OF THE ADVANCE TRAINING FOR ADMINISTRATIVE INVESTIGATION						
3	31	Pax	Day 2: Breakfast (Managed Buffet) AM Snack (Plated) Lunch (Managed Buffet) Heavy PM Snack (Plated)  -Managed Buffet with stand-by waiters (Breakfast, Lunch and Dinner) -For breakfast: 1 egg dish, 1 main viand, rice, choice of hot tea/chocolate or coffee -For Lunch and Dinner: 1 soup, 1 vegetable dish, 2 main viands, rice, 1 dessert, choice of hot tea/chocolate or coffee -AM and PM snacks: sandwich/ pasta/ kakanin/ pancit guisado/ arrozcaldo/ turon; with drinks -Free flowing coffee and tea -Complimentary Candies and chips Function Room Requirements: -One (1) function room that can accommodate 31 pax, flexible for training workshop and group activities     June 25, 2024: 7:00 AM     June 26, 2024: 5:00 PM -Free from outside noise; Well-lighted and well-ventillated -Availability of audio-visual equipment with stand-by assistant:     At least three (3) whiteboard with wide screen     At least three (3) whiteboard with whiteboard pen and eraser     Complete set of sound system     Atleast five (5) extension cords     At least three (2) microphones     Podium/lectern -Unlimited free access to internet/WiFi in all areas of venue especially in rooms -Function room set-up: Workshop seating arrangement (Classroom Type) -One (1) table for Secretariat (Registration Area)	PhP 62,000.00			













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Item No	Qty.	Unit			PRICE			
			Item Description		ABC	QU	QUOTE	
110						Unit	Total	
	LOT 1 BOARD AND LODGING FOR THE CONDUCT OF THE ADVANCE TRAINING FOR ADMINISTRATIVE INVESTIGATION							
			Other Requirements: -Maintaining cleanliness and disinfection of the following a functional hall, restrooms, slequarters, hallway, coffee/tea dining area -Provision of disinfectant alcocommon areas -With appropriate parking are -With 24-hour security, front housekeeping services	reas: eeping area and ohol in all				
					PhP134,000.00			
Terms of Payment: Payment shall be made by the Procuring Entity through Land Bank's LDDAP-ADA/Bar Transfer Facility or through Land Bank's cheque whichever is the preferred payment of the supplier, not late than sixty (60) days after submission of an invoice or claim by the Supplier. Bank Transfer fee shall be charge against the creditor's account.						er, not later		
Contra	Contract Duration			3 Calendar Days				
Mayor's Permit No:				Contact Number:				
Issued on:				Landline No.:				
Issued at:				Mobile No.:				
SEC/CDA/DTI Registration No.:				Name of Owner / Authorized Representative:				
PhilGEPS Registration No.:			Signature:					

### **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
- photocopy of the Income Tax Return

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-2024-013



