



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

January 27, 2025

**REQUEST FOR PRICE QUOTATION (RFQ)**

Please quote your lowest price, inclusive of taxes on the item/s listed below, not higher than **One Hundred Twenty Thousand Pesos (P 120,000.00)** being the Approved Budget for the Contract (ABC) and **submit the signed and sealed quotation** to the Office of the BAC Chairperson, thru the Receiving Section of the SDO, **on or before January 31, 2025; 10:00 am**. Quotations higher than the ABC shall be rejected.

For more information, please contact **Ms. Lourdes V. Rodilla/Mr. Joseph D. Nilo/Ms. Joiche I. Luna**, BAC Secretariat Members at Telephone Number (02) 8423-7560/8423-7561/8423-7562 local 129/120/113 or at [sdomuntinlupabacsec@gmail.com](mailto:sdomuntinlupabacsec@gmail.com).

**MA. REGAELÉ A. OLARTE**  
 BAC Chairperson

Item No.	Qty.	Unit	Item Description	Price		
				ABC	Quote	
					Unit	Total
<b>BOARD AND LODGING FOR THE CONDUCT OF THE EMPOWERING SCHOOL LEADERS IN SDO MUNTINLUPA THROUGH EFFECTIVE LIQUIDATION PRACTICES</b>						
1	20	pax	<b>Date: February 5 – 7, 2025</b> <b>Time: 8:00 am – 5:00 pm</b>  <b>Type of Accommodation:</b> * 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: 02:00 PM, Feb. 05, 2025 Check – Out Time: 12:00 NN, Feb. 07, 2025 - Provision of Toiletries (towel, soap, etc.)  <b>Meal Requirements:</b> <b>Day 1</b> Buffet Breakfast AM Snack (Plated) Buffet Lunch PM Snack (Plated) Buffet Dinner	P 6,000.00		



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City  
 8805-9935, 8805-9940  
[sdo.muntinlupa@gmail.com](mailto:sdo.muntinlupa@gmail.com)  
[deped-muntinlupa.com](http://deped-muntinlupa.com)

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			<p><b>Day 2</b>            Buffet Breakfast            AM Snack (Plated)            Buffet Lunch            PM Snack (Plated)            Buffet Dinner</p> <p><b>Day 3</b>            Buffet Breakfast            AM Snack (Plated)            Buffet Lunch            PM Snack (Plated)</p> <p><b>Concession:</b>            - Complimentary use of one (1) Function Room (8:00 am to 5:00 pm)            - Complimentary use of PA System and LCD Projector with Screen            - Free WiFi Internet Access            - Free flowing coffee or tea pr mints            - Whiteboard and flipchart with markers            - Complimentary use of swimming pool            - Electronic Safe            - Use of basketball court and fitness gym (subject to availability)            - Free local calls and WiFi at designated areas</p> <p><b>* Outside of Metro Manila</b></p>			
<b>TOTAL</b>				<b>P 120,000.00</b>		
<p>Terms of Payment: Payment shall be made by the Procuring Entity through Lan 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.</p>						
Contract Duration			<b>3 Calendar Days</b>			
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:**

- 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 re-requisites shall be ground for the supplier's disqualification.***