



REQUEST FOR QUOTATION

Standard Form No.: SF-GOOD-60
 Revised on: May 24, 2004
 Standard Form Title: Request for Quotation

Supplier: Requesting Unit: OSDS/HRD
 Address: PR No.: 2017-08-230
 Telephone No.: Quotation No.: 2017-08-027
 e-Mail: Date: August 17, 2017
 Date received by the Supplier: ABC: Php 123,600.00

Please quote your lowest price on the item/s listed, subject to the General Conditions below, stating the shortest time of delivery and **submit your quotation in a sealed envelope** duly signed by your representative not later than August 30, 2017 @ 9:00 A.M.

SORAYA T. FACULO, PhD.
 OIC-Assistant School Division Superintendent
 Chairman, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Income/Business Tax Return
4. Omnibus Sworn Statement

Note:

- ✓ **Submit RFQ together with the requirements.**
- ✓ All entries must be typewritten or legibly written.
- ✓ Delivery period within _____ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

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Item No.	Qty	Unit	Item Description	Unit Price	Total Price
1	103	Pax	<p align="center">September 21, 2017</p> <p>-AM Snacks (Boiled banana 1pc, Ube bao 1pc, Malagkit w/ latik 1 small slice)</p> <p>-Lunch (Squash soup, Sweet and sour Lapu lapu, Grilled chicken, Baked pork spare ribs, Green salad w/ dressing, Steamed white rice, Chilled lemon ice tea, Service water)</p> <p>-PM Snacks (Carrot-walnut cake, Brewed coffee, sugar and cream, and lemon grass tea)</p>		
2	103	Pax	<p align="center">September 22, 2017</p> <p>-AM Snacks (Mixed Kakanin – Maja blanca mais 1pc, Camote 1pc, Rice puto 1pc)</p> <p>-Lunch (Mushroom soup, Green salad w/ dressing, Braised beef w/ mushroom, Chicken teriyaki, Fried shanghai lumpia, Steamed white rice, Chilled lemon ice tea, Service water)</p>		

			-PM Snacks (Crema-de fruta, Brewed coffee, sugar and cream and lemon grass tea)		
			**Venue: A hotel or building that can accommodate 103 participants with spacious hall flexible for the activities inclusive of the following: 1. AV system, LCD projector and two microphones 2. Tables and chairs (separate table for the secretariat, dining and coffee) 3. Tarpaulin with the logo of DepEd and title of the program for the stage and at the entrance of the place. 4. Clean comfort rooms within the place with basic toiletries 5. Well ventilated and lighted.		
				TOTAL	
Purpose: Meals and snack for Building Stronger Work Relationships: Induction and Interface Workshop on Sept. 21-22, 2017					

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

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Signature over Printed Name

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Date/Telephone No.

Canvassed by: