



**Republic of the Philippines**  
**Department of Education**  
 Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**

**REQUEST FOR QUOTATION**

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

Supplier:  
 Address:  
 Telephone No.:  
 e-Mail:  
 Date received by the Supplier:

Requesting Unit: OSDS/L. Degsi  
 PR No.: 2022-11-266  
 Quotation No: 2022-11-237  
 Date: November 4, 2022  
 ABC: 312,000.00

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 November 11, 2022.

POSTED IN PHILGEPS

**JULIET C. SANNAD**  
 Chief- Curriculum Implementation  
 Division  
 Chairman, Bids and Awards Committee

**REQUIREMENTS:**

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. 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.

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
1	52	Pax	November 21, 2022 Meals and lodging First meal- Lunch PM snacks Dinner *In-house menu *With overflowing coffee, tea and drinking water		
2	52	Pax	November 22, 2022 Meals and loding Breakfast Buffet AM Snacks Lunch PM snacks Dinner *In-house menu		

"DepEd SDO Baguio City: We Serve, We Care."



Address: 82 Military Cut-off Road, Baguio City  
 Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: depedbaguioity@gmail.com  
 Website: www.depedpines.com | Facebook Page: facebook.com/DepedTayoBaguioCity



ISO 9001:2015 Certified  
 Quality Management System  
 CRN RU-19.2560.026  
 Issued on 12/27/2019



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			*With overflowing coffee, tea and drinking water		
3	52	Pax	November 23, 2022 Meals and loding Breakfast Buffet AM Snacks Lunch PM snacks Dinner *In-house menu *With overflowing coffee, tea and drinking water		
4	52	Pax	November 24, 2022 Meals Only Breakfast buffet AM Snacks Last meal AM Snacks *In-house menu *With overflowing coffee, tea and drinking water		
			*Function hall: a. well-lighted and well-ventilated workshop venue b. strong wi-Fi/ internet connection c. availability of audio-visual equipment (e.g projector, microphone and sound system) d. tables and chairs e. can accommodate 50 people and flexible for group activity (for social distancing) f. free use of electricity *Room accommodation a. twin sharing (air-conditioned) b. clean beddings, room and restroom c. basic toiletries and clean towel should be provided d. TV sets e. Hot and cold shower *Meal a. managed buffet b. breakfast, am snack, lunch, pm snack and dinner c. free flowing coffee, tea and water (function hall) *With enough parking space for the participants		

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				<b>TOTAL</b>	
Purpose: Procurement of board and lodging with venue for the conduct of workshop on eNGAS and eBUDGET CUM setting-up and testing of the cloud-based hosting for CAR 1, 2, 3 and 4A office of the director III for finance service on November 21 to 24, 2022					

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

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Tin

\_\_\_\_\_  
Date/Telephone No.

Canvassed by:



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