



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: SGOD
 PR No.: 2023-04-089
 Quotation No: 2023-04-90
 Date: May 2, 2023
 ABC: Php 128,000.00

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 May 8, 2023 @ 9am.


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

POSTED IN PHILGEPS

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 | 40 | pax | Day 1 – May 29, 2023 PM Snacks – Lemon Cake/ Pie, Sliced Fruit (size: 3x2") Dinner Main dish: beef bulalo with vegetable, Fried boneless bangus Dessert: mixed fruits With complete condiments | | |
| 2 | 40 | pax | Day 2 – May 30, 2023 Breakfast – Longanisa, local longanisa, boiled egg, banana AM Snacks – ginataang bilobilo with langka Lunch Main dish: beef ampalayya stir fry, chicken teriyaki Dessert: banana (medium size) PM Snacks – any finger food, sliced fruits | | |

"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: baguio.city@deped.gov.ph
 Website: www.depedpines.com | Facebook Page: facebook.com/DepEdTayoBaguioCity

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| | | | | | |
|---|----|-----|---|--------------|--|
| | | | Dinner Main dish: pinikpikan with etag Dessert: fruits | | |
| 3 | 40 | pax | Day 3 – May 31 Breakfast – hot pandesal, cheese, fruits AM Snacks – Cassava cake or locally made cakes Lunch: Any best seller in house menu *** Food and Snacks <ul style="list-style-type: none">- With 8oz bottled water for lunch- With buffer for 5 pax- Lunch is served hot, following the menu- Should be with complete condiments- Of good quality and quantity, should be fresh. Meat should not be freezed for a long time *** Food and Snacks <ul style="list-style-type: none">- Plates should be clean/ dry and spoons should be utilized (wrapped if plastic spoons)- With table napkin | | |
| | | | | TOTAL | |

Purpose: Meals, snacks and accommodation for the conduct of PRIME HRM Orientation cum Benchmarking on PRIME HRM of Luis Hora Memorial Hospital *on May 29-31, 2023*

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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TECHNICAL SPECIFICATIONS

Title: ORIENTATION ON PRIME HRM CUM BENCHMARKING ON THE PRIME-HRM OF LUIS HORA MEMORIAL REGIONAL HOSPITAL
 Inclusive Dates: May 29-May 31
 Venue: Any affordable hotel with training hall in Sagada Mt. Province
 Participants: PRIME HRM key personnel, SDS, ASDS, CES (2), EPSs & PSDSs (18) OSDS & SGOD Section/Unit Heads (12) Drivers (4)
 Services: Meals and Snacks, accommodation and shuttle ride from Baguio to Sagada and vice versa

| | | | | |
|--|--|---|---|---|
| Day 1- May 29 | | | | |
| Menu is served with flowing coffee and tea with sugar and creamer | | | | |
| PM Sacks | | Dinner (assisted buffet) | | |
| Lemon cake/pie Sliced fruit Size: 3 x 2 inches | | Main dish: Beef bulalo with vegetable Fried boneless bangus Dessert: mixed fruits With complete condiments | | |
| Day 2- May 30 | | | | |
| Breakfast Longanisa Local vegetable Boiled egg Dessert: Bananas | AM snacks Guinataang bilobilo with langka | Lunch Main dish: Beef ampalaya stir fry Chicken teriyaki Dessert: Bananas (medium size) | PM snacks Any finger food Sliced fruits | Dinner Main dish: Pinikipikan with etag Dessert: Fruits |
| Day 3- May 31 | | | | |
| Breakfast Hot pandesal Cheese Fruits | AM snacks Cassava cake Or locally made cakes | Lunch Any best seller in house menu | | |

Training Hall- well ventilated, with microphone with extra batteries, Philippine Flag, podium tables and chairs, audible sound system

**Supplier to provide shuttle ride from Baguio to Sagada and vice versa
 Submit business permit, philgeps, sworn statement attached with the RFQ.**

Management or Personnel

1. Personnel trained and capable of supervising the services provided.
2. Staff should be neat and clean with uniform and hairnet.
3. Should be courteous and ready to attend to the needs of the participants if requested.

Food and Snacks:

1. With 8oz bottled water for lunch
2. With buffer for 5 pax
3. Lunch is served hot, following the menu.
4. Should be with complete condiments.
5. Of good quality and quantity. Should be fresh. Meat should not be freezed for a long time.

Utensils:

1. Plates should be clean/dry and spoons should be sterilized (wrapped if plastic spoons)
2. With table napkins.

Prepared:


JOVELYN PETRA T. BALANTIN
 SEPS-HRD