



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:	Requesting Unit:CID/J. Sannad
Address:	PR No.:2025-05-128
Telephone No.:	Quotation No.: 2025-06-127
e-Mail:	Date: June 2, 2025
Delivery Period:	ABC: 544,000.00
Date Received by the Supplier:	

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 June 11, 2025 @ 9:30 AM

Failure to submit this on or before the due date aforesated will be a ground for disqualification.

CARMEL F. MERIS
 OIC-Assistant Schools Division Superintendent
 Chairman, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement if above 50,000.00
4. Income/Business Tax Return 500,000.00 and above
5. PLEASE write the UNIT PRICE and TOTAL PRICE

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
			MEALS AND SNACKS WITH BOARD AND LODGING AND USE OF SESSION HALL		
1	68	Pax	Day 1 (July 21, 2025) Dinner Lodging		
2	68	Pax	Day 2 (July 22, 2025) MEALS: Breakfast, AM Snack, Lunch, PM Snack, Dinner Lodging		
3	68	Pax	Day 3 (July 23, 2025) MEALS: Breakfast, AM Snack, Lunch, PM Snack, Dinner Lodging		





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4	68	Pax	Day 4 (July 24, 2025) MEALS: Breakfast, AM Snack, Lunch, PM Snack, Dinner Lodging		
5	68	Pax	Day 5 (July 25, 2025) MEALS: Breakfast, AM Snack, Lunch, PM Snack		
			***Requirements: 1. Provide overflowing drinking water with paper cups, and coffee with milk and sugar during the 5-day activity 2. Supplier is willing to comply with their bid price based from their quotation on the schedule of Activity on July 7-11, 2025 or when rescheduled. 3. Must be available on July 7-11, 2025 and must be amenable to change of schedule if needed ***VENUE: La Union 4. LODGING: a. Comfortably accommodate 3-5 participants per room b. Each lodging rooms must have its own comfort rooms c. Ead lodging rooms have free and reliable internet access to support participants who may need to attend to follow-up tasks or training-related work during their stay 5. SESSION HALL/TRAINING VENUE: a. Well-lighted and well-ventilated session hall that can accommodate 68 participants b. Provision of air fans or appropriate ventilation options (aircon) in case of warm weather c. Fast, strong, stable internet connection (estimated 100 Mpbs) suitable for simultaneous use by all participants to ensure smooth connectivity d. Sound system that includes 2 wireless microphones, speakers, audio control system e. LCD projector with functional audio and video (HDMI) cables compatible with laptops or a		



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			LARC LCD screen for multimedia presentations f. A designated technical support personnel present at all times for the setup, operation, and troubleshooting of the sound system, internet connectivity and multimedia platforms (LCD projector). 6. CATERING SERVICE a. In-house menu with full-board meal provision (breakfast, lunch, dinner) for all participants. In-house menu for the 3 main dishes (choice of meat: chicken, pork or beef; vegetables & fish/shrimp), soup, rice, desert (fruits or salad), drinks (refreshments, no carbonated drinks) b. Two snacks per day with beverage during the training c. Drinking water and coffee station available during the training dates		
				TOTAL	
Purpose: Procurement of meals and snacks with board and lodging and use of session hall during the Clustered Training on SNED program content & pedagogical approaches on July 21-23, 2025.					

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

Canvassed by:

Signature over Printed Name

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Date/Telephone No.