



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.:2026-02-037
Telephone No.:	Quotation No.: 2026-02-032
e-Mail:	Date: February 25, 2026
Delivery Period:	ABC: 322,000.00
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 March 2, 2026 29am

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

Purpose: Procurement of Day 2-4 meals and snacks with venue for the conduct of planning activity-writing workshop on improving learning outcomes through development of socio emotional learning resources and assessment tools/items (April 14-18, 2026)

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 Cost	Unit Price	Total Price
1	70	Pax	Day 2-lease of venue with	1,800.00		



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600

Telephone No.: (074) 665-1231

Email Address: baguio.city@deped.gov.ph

DepEd Tayo Baguio City

<https://depedpines.com>



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			AM snack, lunch, PM snack, dinner & accommodation			
2	70	Pax	Day 3-lease of venue with breakfast, AM snack, lunch, PM snack, dinner & accommodation	2,000.00		
3	70	Pax	Day 4 - lease of venue with breakfast, AM snack, lunch, PM snack	800.00		
			Note: venue is outside Baguio City within La Union with relaxing and refreshing environment for recreational activities			
			Additional Requirements: 1.Free strong internet /WIFI connectivity 2.One (1) airconditioned or well-ventilated session hall with tables and chairs that can accommodate at least 70 participants & with 4 breaks out rooms that can accommodate 15-20 pax, with audio and video system/LCD projector (2 microphones) 3.free flowing brewed coffee, tea, Milo/milk and water			
					TOTAL	

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: