

Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region VII, Central Visayas
DIVISION OF BOHOL
 City of Tagbilaran

REQUEST FOR QUOTATION

RFQ NO.: 2020-12-012344
 DATE: 12-02-20

Name of Company: _____
 Address: _____
 Business Permit No. _____
 TIN No. _____

Please quote your best offer for the item described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation.

Submit your quotation duly signed by you or your duly representative and copies of the following eligibility requirements not later than _____.

1. DTI/SEC Registration
2. Business Permit
3. Latest Annual Income Tax/EFPS
4. Certificate of PhilGEPS Registration
5. Other Supporting Documents

Sealed Quotations may be submitted or mailed at DepEd-Division Office, Division of Bohol, CPG Avenue, Tagbilaran City.


MARINA S. SALAMANCA
 BAC Chairperson

After having carefully read and accepted the Terms and Conditions, I/we submit your quotation/s for the item/s as follows:

Item/Description	QTY	Unit	Approved Budget for the Contract	OFFER					REMARKS
				PRICE			Compliance with Technical Specifications (Please Check)		
				QTY	Unit Price	Total Price	Yes	No	
Food and Accommodation for the Year-End Evaluation and Performance Review on December 14-15, 2020.									
Division Office – Finance Facilitators (1 day)	6	pax	12,000.00						
IUS Bookkeepers and Disbursing Officers (2 days)	108	pax	432,000.00						
TOTAL			444,000.00						
FUNCTION HALL REQUIREMENTS									
Note: Only the actual number of participants who registered shall be paid.	Can comfortably accommodate at least 85 pax considering the local protocol on COVID 19 Spacious workshop tables and chairs Availability of audio-visual equipment with stand-by technical assistants Two (2) LCD Projectors Complete sound system Extension wires At least four (4) wireless microphones Strong and unlimited WiFi connection Tables and chairs for the facilitators and for the registration area Function hall availability from 8am to 8pm Available sanitizers and alcohol								
Purpose: For the participants of the Year-End Evaluation and Performance Review									

 (Signature Over Printed Name)