

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

REQUEST FOR QUOTATION

RFQ NO.: 2020-12-012345
 DATE: 12-02-20

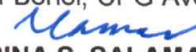
Name of Company: _____
 Address: _____
 Business Permit No. _____
 TIN No. _____

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 Consultative Conference on DepEd Bohol School's Operation Manual on Financial Management & Enhancement Sessions on Work-Life Balance in the New Normal on December 15-18, 2020.									
Division Office – Finance Facilitators - December 15-18, 2020	6	pax	48,000.00						
Non-IUS Bookkeepers and Disbursing Officers (Batch 1) and DO Finance Personnel - December 15-16, 2020	77	pax	308,000.00						
Non-IUS Bookkeepers and Disbursing Officers (Batch 2) - December 16-17, 2020	73	pax	292,000.00						
Non-IUS Bookkeepers and Disbursing Officers (Batch 3) - December 17-18, 2020	84	pax	336,000.00						
TOTAL			984,000.00						
x-x-x-x-x-x-x-x-x-x									
Note: Only the actual number of participants who registered shall be paid.	FUNCTION HALL REQUIREMENTS 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 Consultative Conference on DepEd Bohol School's Operation Manual on Financial Management & Enhancement Sessions									

 (Signature Over Printed Name)