

REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION  
NATIONAL CAPITAL REGION  
DIVISION OF MARIKINA CITY  
**BIDS AND AWARDS COMMITTEE**



**Request for Quotation (RFQ)**

Date: August 22, 2017  
Quotation No. DepEd-17-NCR-RFQ-68

**To all Eligible Suppliers/Bidders:**

**I.** Please quote your lowest price appraisal inclusive of VAT for each/all the items below for the **"Values Formation seminar for Student Leaders."** This is subject to the Terms and Conditions of this RFQ. Submit your quotation duly signed by your representative not later than **10:00 AM of August 25, 2017. The Opening of Quotation shall be on the same date, 10:10 AM at Schools Division Office-Marikina City AVR2.** For more information please call the BAC Secretariat at Telephone No. (02) 682-39-89.

*ELISA O. CERVEZA*  
BAC Chairperson

**II. TOTAL APPROVED BUDGET:**  
Item 1 - Php 12,600.00  
Item 2 - Php 1,000.00

**III. SUMMARY OF ITEMS/WORKS**

Item No.	ITEM & DESCRIPTION	QUANTITY	UNIT COST (Php)	TOTAL COST (Php)
1	<b>AM SNACK</b> Baked Mac with toasted bread/water	70 pax		
	<b>LUNCH</b> Rice/Fried Chicken/Pinakbet/Buko Pandan/water	70 pax		
	<b>PM SNACK</b> Chicken Sandwich/Minute Maid	70 pax		
2	<b>MATERIALS</b> Specialty Paper	100 pcs		
	Legal Brown Envelope	32 pcs		
	Cattleya Filler Small	32 pcs		
	Black Ballpen	32 pcs		
<b>TOTAL</b>				

This is to submit our price quotations indicated above subject to the terms and conditions of this RSQ.

Bidder's Company Name:		TIN:	
Address:			
Telephone No.:	Fax No.:	e-mail:	
Supplier's Authorized Representative's Signature over Printed Name:		Date:	

**IV. Terms and Conditions**

**Submission of Requirements:**

- Quotations and other requirements stated below shall be submitted to the Bids and Awards Committee (BAC) at DepEd Division of Marikina City, Shoe Ave., Sta. Elena, Marikina City through the Records Section.
- Supplier shall submit the following requirements:
  - Duly signed Invitation to Submit Quotation (RFQ). Prices shall be quoted in Philippine Pesos/Filled up detailed estimate of appraisal.
  - G-EPS/PhilGeps Registration Certificate
  - Valid Mayor's Permit and or any of the following: Latest audited financial statement, Tax clearance, Income and Business Tax Return, DTI/SEC/CDA Registration, and Omnibus Sworn Statement.