


BIDS AND AWARDS COMMITTEE

Request For Quotation (RFQ)

Date: March 21 2018
Quotation No. DepED-18-NCR-RFQ-072

To all Eligible Bidders:

I. Please quote your lowest price appraisal inclusive of VAT on the **"Provision of Transportation Service for the participants of the Enterprise Human Resource Information System (EHRIS) of SDO Personnel on May 10-11, 2018"**. This is subject to the Terms and Conditions of this RFQ. **Submit your quotation duly signed by your representative not later than 10:00am March 27, 2018. The Opening of Bids/Quotation shall be on the same date, 10:15am at Schools Division Office, Marikina City, PSDS Office, ground floor.** For more information please call the BAC Secretariat at Telephone No. (02) 682-39-89.


ELISA O. CERVEZA
BAC Chairperson

II. **TOTAL APPROVED BUDGET FOR THE CONTRACT:** **Php 36,000.00**

III. **SUMMARY OF WORKS**

Item No.	ITEM & DESCRIPTION	QUANTITY	UNIT COST (Php)	TOTAL COST (Php)
1	Provision of Transportation Service for the participants of the Enterprise Human Resource Information System (EHRIS) of SDO Personnel on May 10-11, 2018 <i>(drop and pick with in Metro Manila, inclusive of insurance)</i>	2 bus		
GRAND TOTAL:				

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

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


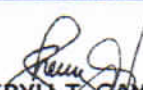
IV. **Terms and Conditions**

A. **Submission of Requirements**

1. Signed quotation and other requirements stated below shall be placed inside a sealed envelope and shall be submitted to the Bids and Awards Committee (BAC) through the BAC Secretariat Head at CID Office, 2nd floor at DepED Division of Marikina City, Shoe Ave., Sta. Elena, Marikina City.
2. The sealed envelope should be properly marked and contain the following information:
 - a. Name of the project to be bid in CAPITAL LETTERS
 - b. Name and address of the bidder in CAPITAL LETTERS
 - c. Address of the Procuring Entity's BAC thru the BAC Chairperson
 - d. Signature of the bidder on the flap side of the sealed envelope

Purchase Request

Department: DepEd Marikina City

Office/Section: Supply Unit		P.R.NO.: 03-2018-035DO Responsibility Center Code:		Date: 3/14/2018	
Stock No.	UNIT	ITEM DESCRIPTION	QUANTITY	UNIT COST	TOTAL COST
1	pax	Food and Accommodation for 2 days (inclusive of 1 breakfast, 2 AM Snack, 2 Lunch, 2 PM Snack and 1 dinner) with in metro manila	72	1,500.00	108,000.00 216,000.00
2	lot	Bus Rental drop and pick with in metro manila inclusive of insurance *** nothing follows ***	2	18,000.00	36,000.00
Purpose: Enterprise Human Resource Information System (EHRIS) of SDO Personnel ON May 10-11, 2018					252,000.00
Signature Printed Name Designation	Requested by:  ARACELI D. DY AO-IV, HRM		Approved by:  SHERYLL T. GAYOLA OIC-Office of the Schools Division Superintendent		