



Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
 DIVISION OF ZAMBOANGA DEL NORTE
 Dipolog City
PURCHASE REQUEST

2023-06-0216

Department:		Department of Education [DepEd]	PR No:	05/22/2023	
Section / Office:		ICT in Coordination with HRD	SAI No:		
Stock No.	Unit	Item Description	Quantity	Est. Unit Cost	
		MEALS, SNACKS w/ ACCOMMODATION			
		2-DAY Live-In Capacity Building on Attendance Automation			
1	pax	Inclusive: 2 breakfasts, 2 lunches, 2 dinners, 4 snacks, use of function hall and sound system in a training/ seminar-workshop set-up and three (2) days accommodation	80	1,500.00	240,000.00
		Terms of References:			
		to be conducted in Dipolog City, Zamboanga del Norte			
		*One (1) spacious functional hall to accommodate 80 pax per batch ; Availability of audio-visual equipment e.g. sound system, microphones, Philippine Flag, audio jack, video screen, etc.); Banquet set-up for meals; Strong & unlimited internet connection.			
		Proposed Menu: (Breakfast, AM Snacks, Lunch, PM Snacks & Dinner)			
		Breakfast: egg w/ ampalaya, boneless dried dangguit, chicken hotdog, sardines & rice and/or as agreed by end user and service provider			
		AM Snacks: kakanin and pineapple juice, tea			
		Lunch: rice, bam.i, fish fillet, beef steak, crab/chicken soup & assorted fruits and/or as agreed by end user and service provider			
		PM Snacks: lemon juice, cassava cake/ banana cake, tea			
		Dinner: rice, fish sinugba, chicken joy, chopsuey, pork adobo & assorted fruits and/or as agreed by end user and service provider			
		<i>Note: subject to change upon the request of the end-user in accordance to budget</i>			
		Add-ons:			
		Managed Buffet for facilitators and participants			
		*tarpaulin			
		*flowing coffee; flowing water			
		*alcohol/hand sanitizer			
				P	240,000.00

TWO HUNDRED FORTY THOUSAND PESOS ONLY

P 240,000.00

PURPOSE: Two-day Live-In Capacity Building on Attendance Automation on June 8-10, 2023.

Requested by:	Approved by:
Signature:	
Printed Name: JULIUS O. BELAGANTOL	ROY C. TUBALLA, CESO VI
Designation: ITO I	Schools Division Superintendent
Date: 05/22/2023	nos-1000-1000-1000-1000

trp continuing approval

RECEIVED



Republic of the Philippines
 DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
 SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



REQUEST FOR QUOTATION

The Department of Education – Zamboanga Del Norte (DEPED) – Bids and Awards Committee (BAC) will undertake a Small Value Procurement with the title Two Day Live-in Capacity Building on Attendance on June 15-17, 2023 (PR No. 2023-05-0216) for FY 2023 in accordance with Section 53.9 of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your best offer for the item described herein, subject to the Terms and Conditions provided at the next page of this Request for Quotation (RFQ). Submit your quotation duly signed by you or your duly authorized representative ~~not later than~~ JUN 13 2023 11:00 A.M. at the BAC Office, Schools Division of Zamboanga del Norte, Capitol Drive Estaka Dipolog City. Open submission may be submitted, manually or through email at zn.bac@deped.gov.ph

A copy of your 2023 Business/Mayor's Permit, PhilGEPS Registration Number, Tax Clearance, DTI/SEC/CDA, Certificate of Registration and Omnibus Sworn Statement is also required to be submitted along with your quotation/proposal.

For any clarification, you may contact us at cellphone no. 0997-175-9453.


JUDITH V. ROMAGUERA CESO VI
 Assistant Schools Division Superintendent
 BAC CHAIRPERSON

Item No.	Unit	DESCRIPTION OF ARTICLES	Quantity	Unit Price	Total
MEALS, SNACKS AND ACCOMMODATION					
2-DAY LIVE IN CAPACITY BUILDING ON ATTENDANCE AUTOMATION					
1	PAX	Inclusive: 2 breakfast, 2 lunches, 2 dinners, 4 snacks, use of function hall and sound system in a training/seminar-workshop set-up and two days accommodation	80		
To be conducted in Dipolog City, Zamboanga del Norte					
*One spacious functional hall to accommodate 80 pax per batch; availability of audio-visual equipment e.g. sounda system, microphone, Philippine flag, audio jack, video screen, etc.; banquet set-up for meals; strong & unlimited internet connection					
Proposed Menu: (breakfast, AM snacks, Lunch, PM snacks and Dinner)					
<i>Breakfast: egg w/ ampalaya boneless dried danguit, chicken hotdog, sardines & rice and/or as agreed by end user and service provider</i>					
AM snacks: kakanin and pineapple juice, tea					
<i>Lunch: rice, bam-I, fish fillet, beef steak, crab/chicken soup & assorted fruits and/or as agreed by end user and service provider</i>					
PM snacks: lemon juice, cassava cake/banana cake, tea					
<i>Dinner: rice, fish sinugba, chicken joy, chopsuay, pork adobo & assorted fruits end/or as egreed by end-user and service provider</i>					
Add-ons:					
<i>Managed buffet for facilitators and participants</i>					
*tarpaulin					
*flowing coffee; flowing water					
*alcohol/hand sanitizer					
NOTHING FOLLOWS					
TOTAL					

*The above quoted prices are inclusive of all costs and applicable taxes.

The Chairman
 Bids and Awards Committee

Division of Zamboanga del Norte
 Capitol Drive, Estaka, Dipolog City
 Madame:

Pursuant to the terms and conditions of this bidding, I/We hereby submit my/our bid proposal with the prices opposite each item for which bidder's bond of _____ is herewith proposed/enclosed as guaranty for the faithful compliance of my/our obligations.

Very truly yours,

 Name & Signature of Bidder/Offeror