



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
**SCHOOLS DIVISION OF BATANGAS**

**REQUEST FOR QUOTATION**

September 27, 2023

The DepEd Division of Batangas, through the General Appropriations Act (GAA) FY 2023 intends to apply the sum of Eighty Thousand Pesos only (**80,000.00**) being the Approved Budget for the Contract (ABC) to payments under the PR No. 2023-09-0104 Lease of Venue for the Conduct of Division Planning Conference on One DepEd One QMS on October 9-10, 2023.

Unit	Item Description	Quantity
pax	<b>Food, Venue &amp; Accommodation (Live-In) for participants (Breakfast, Lunch, AM&amp;PM Snacks, and Dinner) on October 9-10, 2023</b>	20
	<b>Inclusions</b>	
	Breakfast – rice, 2 viands, fresh fruits, bread & butter & coffee (for 20 pax on October 9-10, 2023)	
	AM Snacks – snacks & juice (for 20 pax on October 10, 2023)	
	Assisted Buffet Lunch – rice, vegetables, 2 viands, soup, dessert & soft drinks / juice (for 20 pax on October 9-10, 2023)	
	Afternoon Snacks – snacks and soft drinks or juice (for 20 pax on October 9- 10, 2023)	
	Assisted Buffet Dinner – rice, vegetables, 2 viands, soup, dessert & soft drinks / juice (for 20 pax on October 9, 2023)	
	Free flowing purified water (on October 9-10, 2023)	
	Free Flowing coffee/Tea (on October 9-10, 2023)	
	<b>Additional Requirements</b>	
	Session hall to accommodate 20 participants	
	Functional sound system with at least three microphones with on duty technician/technical support staff	
	internet connection	
	provision of LCD projector with screen and availability of extension cords	
	<b>Room Accommodations</b>	
	2 sharing for guest, 2-4 sharing for participants, with bottled water and individual personal kit (bath towel, Toothpaste, shampoo, bath soap) for the entire duration of the event	
Delivery Period: 2 Calendar Days		

**Other Information**

Interested suppliers are required to submit their valid and current Mayors Permit, PhilGEPS Registration, Income Business Tax Return/ Tax Clearance Omnibus Sworn Statement and Price Quotation.

DEPEDBATS-BAC-F-023/R4/11-22-2021



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City  
☎ (043) 722-1840 / 722-1796 / 722-1437 / 722-2675 / 722-1662  
✉ deped.batangas@deped.gov.ph  
🌐 www.depedbatangas.com



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Submission of quotation and eligible documents (2 copies) in a sealed envelope, and or courier duly signed by your authorized representative is on or before October 2, 2023 at 10:00 AM at BAC Office, DepEd Division of Batangas. Signed quotation must be addressed to Mr. Nicolas M. Burgos, BAC Chairperson DepEd Division of Batangas Province, Provincial Sports Complex, Batangas City.

For inquiry, you may contact us at Tel. Nos. (043) 723-1796: (043) 722-1437.

The DepEd Batangas reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

**RODRIGO S. CASTILLO, Ed.D.**  
BAC Secretariat  
DepEd Batangas  
Provincial Sports Complex  
Bolbok, Batangas City  
043-722-1437

**NICOLAS M. BURGOS**  
Chairperson, Bids and Awards Committee

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