



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

**REQUEST FOR QUOTATION**

October 13, 2023

The DepEd Division of Batangas, through the General Appropriations Act (GAA) FY 2023 intends to apply the sum of One Hundred Ninety Two Thousand Pesos only (Php 192,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract **PR No. 2023-10-0106 Lease of Venue for the Conduct of Division Writeshop on the Alignment and Calibration of Office and Individual Performance Commitment for Teaching-Related Positions on November 6 - 8, 2023**

Unit	Item Description	Quantity
packs	<b>Food, Venue &amp; Accommodation (Live-In) for participants (Breakfast, Lunch, AM&amp;PM Snacks, and Dinner) on November 6 - 8, 2023</b>	32
	<b>Inclusions</b>	
	Breakfast - rice, 2 viands, fresh fruits, bread & butter & coffee (for 32 pax on November 6 - 8, 2023)	
	AM Snacks - snacks & juice (for 32 pax on November 7 - 8, 2023)	
	Assisted Buffet Lunch - rice, vegetables, 2 viands, soup, dessert & soft drinks/juice (for 32 pax on November 6 - 8, 2023)	
	Afternoon Snacks - snacks and soft drinks/juice (for 32 pax on November 6 - 8, 2023)	
	Assisted Buffet Dinner - rice, vegetables, 2 viands, soup, dessert & soft drinks/juice (for 32 pax on November 6 - 7, 2023)	
	Free flowing purified water (for 32 pax on November 6 - 8, 2023)	
	Free flowing coffee/tea (for 32 pax on November 6 - 8, 2023)	
	<b>Session Hall Inclusions</b>	
	Session hall to accommodate 32 participants	
	Functional sound system with at least three microphones	
	With on duty technician/technical support staff	
	Availability of internet connection	
	Provision of LCD projector with screen and extension cords	
	<b>Room Accommodations</b>	
	2 sharing for guest/speakers, 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	

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](mailto:deped.batangas@deped.gov.ph)  
🌐 [www.depedbatangas.org](http://www.depedbatangas.org)



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**Other Information**

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

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 17, 2023, at 10:00 AM at BAC Office, DepEd Division of Batangas. The signed quotation must be addressed to Mr. Nicolas M. Burgos, BAC Chairperson DepEd Division of Batangas Province, Provincial Sports Complex, Batangas City

For inquiries, 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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