



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

**REQUEST FOR QUOTATION**

December 1, 2023

The DepEd Division of Batangas, through the General Appropriations Act (GAA) FY 2023 intends to apply the sum of One Hundred Forty Four Thousand Pesos only (Php 144,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract PR No. 2023-11-0138 **Lease of Venue for the Conduct of Final Vetting of the Aligned and Calibrated Office and Individual Performance Commitment for Teaching-related positions on December 18-20,2023**

Unit	Item Description	Quantity
packs	<b>Food, Venue &amp; Accomodation (Live-In)'for participants (Breakfast,'Lunch, AM&amp;PM Snacks, and Dinner) on December 18-20, 2023</b>	24
	<b>Inclusions</b>	
	Breakfast – rice, 2 viands, fresh fruits, bread & butter & coffee (for 24 pax on December 18-20,2023)	
	AM Snacks – snacks & juice (for 24 pax on December 19-20,2023)	
	Assisted Buffet Lunch – rice, vegetables, 2 viands, soup, dessert & soft drinks / juice (for 24 pax on December 18-20,2023)	
	Afternoon Snacks – snacks and soft drinks or juice (for 24 pax on December 18-20,2023)	
	Assisted Buffet Dinner – rice, vegetables, 2 viands, soup, dessert & soft drinks / juice (for 24 pax on December 18-19,2023)	
	Free flowing purified water (on December 18-20,2023)	
	Free Flowing coffee/Tea (on December 18-20,2023)	
	<b>Additional Requirements</b>	
	Session hall to accommodate 24 participants	
	Functional sound system with at least three microphones	
	with on duty technician/technical support staff	
	strong internet connection for workshop purposes	
	provision of LCD projector with screen and 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	

**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 December 5, 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



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City  
 ☎(043)722-1840 / 722-1796 / 722-1437 / 722-2675 / 722-1662  
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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 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