



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 Thirty Two Thousand pesos only (Php 132,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract PR No. 2023-11-0139 **Lease of Venue for the Conduct of Workshop on the Preparation of CY 2023 Division Annual Accomplishment Report December 18-20,2023**

Unit	Item Description	Quantity
packs	Food, Venue & Accommodation (Live-In)'for participants (Breakfast,'Lunch, AM&PM Snacks, and Dinner) on December 18-20, 2023	22
	Inclusions	
	Breakfast – rice, 2 viands, fresh fruits, bread & butter & coffee (for 22 pax on December 18-20,2023)	
	AM Snacks – snacks & juice (for 22 pax on December 19-20,2023)	
	Assisted Buffet Lunch – rice, vegetables, 2 viands, soup, dessert & soft drinks / juice (for 22 pax on December 18-20,2023)	
	Afternoon Snacks – snacks and soft drinks or juice (for 22 pax on December 18-20,2023)	
	Assisted Buffet Dinner – rice, vegetables, 2 viands, soup, dessert & soft drinks / juice (for 22 pax on December 18-19,2023)	
	Free flowing purified water (on December 18-20,2023)	
	Free Flowing coffee/Tea (on December 18-20,2023)	
	Additional Requirements	
	Session hall to accommodate 22 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	
	Room Accommodations	
	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

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



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City
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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