



Region XII  
Division Of General Santos City  
**BIDS AND AWARDS COMMITTEE**  
**DEPARTMENT OF EDUCATION**  
**REQUEST FOR QUOTATION**



Date: December 18, 2023  
Quotation No.: RFQ 2023-12-309

\_\_\_\_\_  
(Company Name)  
\_\_\_\_\_  
(Address)

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time if delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope attached herewith.

CARLOS G. SUSARNO PH.D. CESO VI  
BAC CHAIRMAN

**NOTE:**

- 1 PLS. PRINT ALL ENTRIES
- 2 DELIVERY PERIOD WITHIN \_\_\_\_\_ CALENDAR DAYS
- 3 WARRANTY SHALL BE FOR A PERIOD OF SIX(6) MOS. FOR SUPPLIES & MATERIALS, ONE(1) YR. FOR EQUIPMENT,
- 4 FROM THE DATE OF ACCEPTANCE BY THE PROCURING ENTITY
- 5 PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS
- 6 G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
- 7 BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED
- 8 BIDDERS SHALL SUBMIT INDIVIDUAL BID PRICE.

ITEM NO.	Item description	unit	quantity	Approved Budget for the Contract		Brand	BID AMOUNT	
				Unit Cost	Total		Unit Cost	Total
	<b>Lot1: Project ISIP: Mental Health Hygiene and awareness for Healthy and productive DepEd - GenSan Workforce (Catering)</b>							
1	Catering Services with Venue: Two (2) Meals (Rice, 3 Main Course, Soup, Dessert, and Drinks) for Lunch and Dinner with Two (2) Snacks for Morning and Afternoon Sessions on January 19, 2024	pax	109	1,000.00	109,000.00			
2	Catering Services with Venue: Two (2) Meals (Rice, 3 Main Course, Soup, Dessert, and Drinks) for Lunch and Dinner with Two (2) Snacks for Morning and Afternoon Sessions on January 26, 2024	pax	109	1,000.00	109,000.00			
	<b>General Specifications:</b> *One (1) Big Function Room *One (1) Unit LCD projector *One (1) Wide Screen *Sound System with 2 or more wireless microphone *Function Backdrop *Registration Table *Strong WiFi Connection *Extension Cords *Standby Waiter, Free Flowing Coffee *No Cream Dories *Fully Airconditioned Halls *With standby generator set *Sound Proof Halls *Within General Santos City <b>*NO PORK</b>							
	***** nothing follows *****							
			<b>GRAND TOTAL</b>		<b>109,000.00</b>			

Brand and Model : \_\_\_\_\_

Delivery Period : \_\_\_\_\_

Warranty : \_\_\_\_\_

Price Validity : \_\_\_\_\_

**DepEd Division of General Santos City**  
Name of the Procuring Entity

After having carefully read and accepted your General Conditions, I/ We quote you on the item at prices noted above.

REFERENCE	
PR #	PR 2023-12-309
DATE	December 18, 2023

\_\_\_\_\_  
Printed Named/Signature

\_\_\_\_\_  
Tel. No./Cellphone No. email address

DepEd-GSC/BAC  
PHILGEPS REF. No. \_\_\_\_\_

\_\_\_\_\_ Date Published: \_\_\_\_\_

\_\_\_\_\_ Date  
Closing Date: \_\_\_\_\_ 8:00:00 AM