



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF GENERAL SANTOS CITY
REQUEST FOR QUOTATION

Date: October 28, 2025
Quotation No.: 2025 - 10 - 254 - Lot 1

(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.


MERVIE Y. SEELOS, CESE
BAC CHAIRPERSON

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, FROM THE DATE OF ACCEPTANCE BY THE PROCURING ENTITY
- 4 PRICE VALIDITY SHALL BE FOR A PERIOD OF _____ CALENDAR DAYS
- 5 G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
- 6 BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED
- 7 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
Lot: Catering Services with Venue and Accommodation for Regional SELG Teacher-Advisers Convergence								
1	Catering Services with Venue and Accommodation: 2 Meals (Lunch & Dinner with 3 Viands, Drinks, Rice, Soup and Dessert of Mix Fruits; PM Snacks on November 13, 2025 Note: AM Snacks to be served on November 14	pax	142	1,800.00	255,600.00			
2	Catering Services with Venue: 1 Meal (Breakfast, with 3 Viands, Drinks, Rice, Soup and Dessert of Mix Fruits; on November 14, 2025	pax	142	200.00	28,400.00			
3	Catering Services with Venue: 1 Meal (Lunch, with 3 Viands, Drinks, Rice, Soup and Dessert of Mix Fruits; PM Snacks on November 13, 2025	pax	8	500.00	4,000.00			
4	Catering Services with Venue: AM Snacks on November 14, 2025	pax	8	100.00	800.00			
<p>General Specifications: Venue with Complete Facilities and Amenities: *One (1) Function Room good for 150 participants *Two (2) Breakout Rooms *One (1) Unit LCD Projector / Projector with Screen *Sound System with 2 or more wireless microphone *Function Backdrop *Extension Cords *Registration table *Strong Wifi Connection *Standby waiter and operator *Free flowing coffee/milo/tea *No pork *With standby generator and operator *Food to be served must include request from the program holder for a participant with allergy</p> <p>"II. LOCATION a. Free and wide parking space reserved within or near venue"</p> <p>III. ACCOMMODATION a. Room arrangement: a.1 Clean beddings, room and restroom and free toiletries a.2 Unlimited internet Connection with a minimum strength of 2mbps b. Continuous water supply & accessible comfort rooms c. Accessible emergency exit and alarm, standby fire extinguisher d. Fully airconditioned room</p> <p>"IV. OTHER REQUIREMENTS a. Adequate security services (24/7)</p>								
***** nothing follows *****								
				GRAND TOTAL	288,800.00			

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 #	2025 - 10 - 254 - Lot 1
DATE	October 28, 2025

Printed Named/Signature _____
Tel. No./Cellphone No. email address _____

DepEd-GSC/BACSec/ Michael
PHILGEPS REF. No.

Closing Date:

Date

8:00:00 am



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Department of Education
SOCCSKSARGEN Region
SCHOOLS DIVISION OF GENERAL SANTOS CITY

RFQ No. 2025 - 10 - 254 - Lot 1

Project Name:

**Lot: Catering Services with Venue and
Accommodation for Regional SELG Teacher-Advisers
Convergence**

<u>Name of Establishment</u>	<u>Representative</u>	<u>Designation</u>	<u>Date</u>	<u>Signature</u>
_____	_____	_____	_____	_____
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THIS IS TO CERTIFY that we have issued the aforementioned bidder/supplier whose signature appears opposite the name of their establishments, the copies of INVITATION TO APPLY FOR ELIGIBILITY AND TO BID checklist of requirements and the corresponding forms of bidding documents, in compliance with the R.A. 9184 the Division of General Santos City Bids and Awards Committee at _____ am/pm.

**SIGNATURE OVER PRINTED NAME OF EMPLOYEE
AUTHORIZED FOR THE DISTRIBUTION OF BIDS**