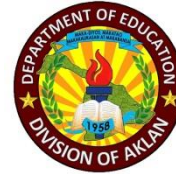




Republic of the Philippines  
Department of Education  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF AKLAN**  
Numancia, Aklan



## **REQUEST FOR QUOTATION (RFQ)**

Project No: [DepED-RO6-D1-SGOD\(EXECOM\)-036-2022](#)

The Department of Education Schools Division of Aklan, through its Bids and Awards Committee (BAC) invites the suppliers to submit quotation and to bid for the hereunder list of procurement:

Name of Project: **Lease of Real Property and Venue with Catering Services for the conduct of Installation of the New Schools Division Superintendent of Aklan and Division Executive Committee (EXECOM) Meeting**

Funding Source: **GOVERNMENT OF THE PHILIPPINES (GoP) 2022**

Approved budget for the contract: **Php120,600.00**

Date of Activity : **June 7-8, 2022**

MODE OF PROCUREMENT: **NEGOTIATED-LEASE OF REAL PROPERTY AND VENUE**

The Department of Education Schools Division of Aklan, through its Bids and Awards Committee (BAC), now invites bids for the above-mentioned works.

### **Proposed Menu:**

#### **For AM/PM Snacks:**

Juice/Bottled Water, Any of Soup with Toasted Bread/  
Cakes, Sandwiches/Hamburger/Siopao/Pasta

#### **For Lunch/Dinner:**

Rice, Main Dish (3), Side Dish (1), Desserts/Fruits,  
Soup, Juices/Bottled Water

- \* No Serving of Softdrinks and/or artificially-flavored drinks
- \* No pork
- \* Fresh Fruits for Desserts
- \* Bottled Water (250ml)
- \* Provision of Venue with Tables and Chairs and other Amenities
- \* Free Coffee
- \* Provision of Triad in before entering the Hall
- \* Can Accommodate 70% of the Total Capacity of the Venue

- in Compliance with the Guidelines of IATF
- \* Provision of Sound System and Lights
- \* Free use of Venue for Preparation for Stage Decoration
- \* Free Parking space in the vicinity of the venue

**Schedule of Activity:**

**Installation of New Schools Division Superintendent of Aklan**

- \* **June 7, 2022 - 140 pax PM Snack and 120 pax Dinner**
- \* **Lodging Accommodation : 8 pax**

**Executive Committee (EXECOM) Meeting**

- \* **June 8, 2022 - 50 pax - AM and PM Snack and Lunch**

The Schedule of BAC Activities are as follows:

| Activity                        | Date and Time                        | Venue                   |
|---------------------------------|--------------------------------------|-------------------------|
| Issuance of Canvass             | May 25-29, 2022<br>8:00 AM – 5:00 PM | DepED Division of Aklan |
| Pre-Bid Conference              | Not applicable                       |                         |
| Submission & Receipt of Canvass | On or Before May 29, 2022<br>5:00 PM | DepED Division of Aklan |

DepED reserves the right to accept or reject any or all canvasses, to annul the procurement process, or declare failure of procurement at any time prior to contract award without thereby incurring any liability to the affected parties.

For further information, please refer to:

**EDSELYN T. BIRAY**  
 Secretariat  
 Bids and Awards Committee (BAC)  
 Department of Education, Schools Division of Aklan,  
 Poblacion, Numancia, Aklan,  
 Telephone No. (036) 265-3744 local 109



**JERON B. LABOS EdD**  
 BAC Chairperson