



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



## REQUEST FOR QUOTATION (RFQ)

Project No: [DepED-RO6-D1-TRAINING\(DDP\)-008-2020](#)

The Department of Education 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 WITH Lodging Accommodation for the Conduct of Division Education Development Plan Review and Performance Target Finalization for 2020**

FUNDING SOURCE: **GOVERNMENT OF THE PHILIPPINES (GoP) 2020 - MOOE**

APPROVED BUDGET FOR THE CONTRACT: **Php135,000.00**

DATE OF TRAINING : **February 3-4, 2020**

PARTICIPANTS: **45 pax**

MODE OF PROCUREMENT: **NEGOTIATED - LEASE OF REAL PROPERTY AND VENUE (Section 53.10)**

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

### TERMS AND CONDITIONS:

- Fully air-conditioned function room to accommodate all participants
- Free use of LCD/white screen standby generator w/ complete and good sound system with microphones and 2 wireless microphones
- Smoke-free environment
- Free flowing coffee
- With hot and cold water dispenser
- Free Internet connection and Wi-Fi booster.
- With standby assigned personnel and ICT staff during the workshop.
- Buffet Style for Lunch
- Provision of candies and pica-pica during the program
- Lodging Accommodation February 3, 2020 – 45 pax

### Proposed Menu:

#### For AM/PM Snacks:

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

#### For Lunch:

Rice, Main Dish (2), Side Dish (1), Desserts/Fruits,  
Soup, Juices/Bottled Water

The Schedule of BAC Activities is as follows:

Activity	Date and Time	Venue
Issuance of Canvass	January 20-23, 2020, 8:00 AM –5:00 PM	DepED Division of Aklan
Pre-Bid Conference	Not applicable	
Submission & Receipt of Canvass	On or before January 23, 2020 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, Division of Aklan  
Arch. Bishop Reyes St., Kalibo, Aklan  
Telephone No. (036) 268-6286

  
**JOSE NIRO R. NILLASCA**  
BAC Chairperson