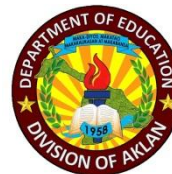




Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Kalibo, Aklan



REQUEST FOR QUOTATION (RFQ)

Project No: [DepED-RO6-D1-TRAINING\(MANCOM\)-009-2020](#)

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 FOR THE CONDUCT OF MANAGEMENT COMMITTEE (MANCOM) MEETING FOR 2020**

FUNDING SOURCE: **GENERAL APPROPRIATIONS ACT (GAA) 2020 – HRTD/INSET FUND**
APPROVED BUDGET
FOR THE CONTRACT: **Php196,000.00**

DATE OF TRAINING : **February 26-27, 2020**

PARTICIPANTS: **February 26, 2020 – 230 pax**
February 27, 2020 – 260 pax

MODE OF PROCUREMENT: **NEGOTIATED PROCUREMENT – AGENCY TO AGENCY (SECTION 53.5)**

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:

- One big fully air-conditioned function room to accommodate all participants
- With standby generator w/ complete and good sound system with microphones and 2 wireless microphones with replacement fresh batteries
- Smoke-free environment
- Lectern
- Free flowing coffee with sugar and creamer (or tea or powdered chocolate-drink)
- With hot and cold water dispenser
- With standby assigned personnel and ICT staff during the workshop.
- Minimal use of plastics and/or Styrofoam for food container
- Provision of Tables and Chairs

Suggested 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

Participants:

- * **Western Side - 230 participants**
- * **Eastern Side - 260 participants**

The Schedule of BAC Activities is as follows:

Activity	Date and Time	Venue
Issuance of Canvass	February 7-14, 2020 8:00 AM –5:00 PM	DepED Division of Aklan
Pre-Bid Conference	Not applicable	
Submission & Receipt of Canvass	On or before February 14, 2020 5:00 AM	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. NILASCA
BAC Chairperson