Republic of the Philippines

Department of Education

Region III

SCHOOLS DIVISION OF AURORA

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REQUEST FOR QUOTATION

PROVISION OF ACCOMMODATION, FOOD DELIVERY AND SERVICES AND VENUE FOR THE REGION III 2026 PHILIPPINE QUALIFICATIONS FRAMEWORK (PQF) ROADSHOW AND LIFELONG LEARNING NATIONAL MASTER PLAN (LLNMP) CONSULTATION

RFQ NO. 2026-10-405

Sir/Madam:
Please quote your best quotation for the item/s described below using the Price Quotation Form (see Annex "B" of the Request for Quotation), subject to terms and conditions stated in the RFQ.

Unit	Quantity	Item/Description	APPROVED BUDGET FOR THE CONTRACT
		Provision of Accommodation, food delivery and services and venue for the Region III 2026 Philippine Qualifications Framework (PQF) Roadshow and Lifelong Learning National Master Plan (LLNMP) Consultation	
pax	**740**	**Day 0-Day 3**	
		Accommodation must be in a fully air-conditioned room with hot and cold shower facilities, free Wi-Fi, complimentary breakfast, and complete amenities (dental kit, towels, face towels, and TV). It must also include free use of the swimming pool and paddle court.	
		The venue must be supported by at least two (2) to three (3) internet service providers with stable and high-speed internet connectivity to ensure seamless conduct of online activities and adequate backup internet services throughout the event.	
		Meals served shall be complete, consisting of breakfast, AM snack, lunch, PM snack, and dinner.	
		day 0= 185 participants **day 1= 185 participants** **day 2= 185 participants** **day 3= 185 participants**	
pax	**150**	**Day 1 to Day 3 (Performer)**	
		complete meal from breakfast, with am and pm snack, lunch and dinner)	
		Requirements:	
		1. Water station with glass	
		2. Unlimited Coffee station (sugar, coffee, cream, tea bag)(3 stations) ***Not 3-in1 coffee	
		3. Distribution Period in buffet	
		AM Snack: 9:00AM, Lunch: 11:30 AM	
		PM Snack: 2:30PM, Dinner: 6:00 PM	
		***Foods will be distributed within Baler.**	

		4. Menu shall be served as follows:	
		with soup - 50% solid part, 50% liquid part	
		pasta / pansit - (60% noodles, 40% meat/veggies.)	
		5. Use recyclable materials for packed food.	
		6. Must have a working kitchen within Central Aurora	
		Special Conditions:	
		The Supplier shall provide adequate buffer quantity and shall be responsible for any shortage, spoilage, incomplete, or late delivery at no additional cost to the Procuring Entity.	
		In the event that consumption of the delivered goods causes adverse symptoms to participants, including but not limited to stomach upset, vomiting, diarrhea, or loose bowel movement, the Supplier shall pay either Php 2,000.00 per affected participant or the actual medical expenses incurred, whichever is higher. An additional Php 2,000.00 per day shall likewise be paid in case hospital confinement becomes necessary.	
		This shall be without prejudice to contract termination and other remedies available under Republic Act No. 12009 and applicable laws.	
		Inclusive of Transport and Delivery to the venue of the event Date of Delivery: as scheduled to the PR.	
		*****nothing follows*****	
		TOTAL	**1,630,000.00**

** The ABC is understood to be the ceiling price; offers must not exceed the ABC provided.*

Deadline for submission and receipt of quotation, together with the following documents, duly signed by you or your duly authorized representative, shall not be later than **October 30, 2026@12noon.**

- Mayor's Permit for 2026
- PhilGEPS Registration Number (Organization ID or screenshot from PhilGEPS Website);
- Brochure or Technical Data Sheet, if applicable;
- Annual Income Tax Return CY 2025 or Latest Business Tax Return (from April to September; filed through the Electronic Filing and Payment System (EFPS));
- Omnibus Sworn Statement;
- Compliance with the Schedule of Requirements (Annex "A");
- The Price Quotation Form (Annex "B");

Only one (1) set of documents certified to be true copies of the original shall be required.

Proposals and other documents required may be sent electronically through **procurement.depedaurora@deped.gov.ph**
Electronically prepared and/or hard copies of the proposals and documents must be submitted
Late submission of quotations shall not be accepted and considered.

ERLEO T. VILLAROS PhD, CESO VI
Chairperson, Bids and Awards

*Note: Please indicate statement of compliance of the Technical Specifications Form by clearly indicating "**COMPLY**"*

Address: So. Hiwalayan, Brgy. Bacong, San Luis, Aurora
Contact No.: (042) 724-9190
Email Address: aurora@deped.gov.ph
Official Website: www.deped-aurora.com

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SCHEDULE OF REQUIREMENTS

Unit	Quantity	Item/Description	Delivery Period
		Provision of Accommodation, food delivery and services and venue for the Region III 2026 Philippine Qualifications Framework (PQF) Roadshow and Lifelong Learning National Master Plan (LLNMP) Consultation	**NOVEMBER 22-25,2026**
PAX	**740**	**Day 0-Day 3**	
PAX	**150**	**Day 1 to Day 3 (Performer)**	
		*****nothing follows*****	

Project Site:
Training Venue/Schools Division Office
Brgy. Bacong, San Luis, Aurora

Contact person: **ALPHA JOY T. RAZON**
Head, BAC Secretariat
procurement.depedaurora@deped.gov.ph
0939-9233-396

I hereby commit to comply and deliver all the above requirements in accordance with the above stated schedule.

_____	_____	_____
Name of Company	**Signature over Printed Name of Authorized Representative**	**Date**

Address: So. Hiwalayan, Brgy. Bacong, San Luis, Aurora
Contact No.: (042) 724-9190
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Official Website: www.deped-aurora.com

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Price Quotation Form

Date:

RFQ. NO. 2026-10-405

The Chairperson, Bids and Awards Committee
Schools Division Office
Brgy. Bacong
San Luis, Aurora

Sir/Madam:

Having examined the Request for **Quotation No. 2026-10-405 which includes the Technical Specifications and Delivery Schedule**, the receipt of which is hereby duly acknowledged, the undersigned offers to_____ in conformity with the said Request for Quotation for the sums stated hereunder:

Unit	Quantity	Item/Description	Unit Price	Total Price
		Provision of Accommodation, food delivery and services and venue for the Region III 2026 Philippine Qualifications Framework (PQF) Roadshow and Lifelong Learning National Master Plan (LLNMP) Consultation		
pax	**740**	**Day 0-Day 3**		
		Accommodation must be in a fully air-conditioned room with hot and cold shower facilities, free Wi-Fi, complimentary breakfast, and complete amenities (dental kit, towels, face towels, and TV). It must also include free use of the swimming pool and paddle court.		
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pax	**150**	**Day 1 to Day 3 (Performer)**		
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		Requirements:		
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		3. Distribution Period in buffet		
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		The Supplier shall provide adequate buffer quantity and shall be responsible for any shortage, spoilage, incomplete, or late delivery at no additional cost to the Procuring Entity.		
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		This shall be without prejudice to contract termination and other remedies available under Republic Act No. 12009 and applicable laws.		
		Inclusive of Transport and Delivery to the venue of the event **Date of Delivery: as scheduled to the PR.**		
		*****nothing follows*****		

TOTAL PRICE IN WORDS: _____

We undertake, if our Proposal is accepted, to deliver the goods as identified in the Technical Specification and in accordance with the Schedule of Requirements.

Until a formal Contract is prepared and executed, this price quotation, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

However, we understand that you are not bound to accept the lowest or any Quotation you may receive.

Dated this _____.

_____

Name / Signature/ Designation / Capacity

Duly authorized to sign Quotation for and on behalf of:

_____

_____

_____

Company / Address / Contact No

Address: So. Hiwalayan, Brgy. Bacong, San Luis, Aurora
Contact No.: (042) 724-9190
Email Address: aurora@deped.gov.ph
Official Website: www.deped-aurora.com

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TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all the items.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications. Delivery shall be made only during regular office days from 8:00AM to 4:00 PM except for training conducted during during saturdays and sundays.
9. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e, order slip and/or billing statement, by the contractor thru Modified Disbursement System (MDS) Checks from Landbank of the Philippines.
10. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DepEd Schools Division of Aurora shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
11. For procurement with ABC of less than Php50,000.00, only the **winning** bidder/supplier will receive a notification for the said procurement thru the email address or mobile phone number provided in this canvass form. For ABC of Php50,000.00 or more, **all** bidders/suppliers will receive notification as to the status of their quotation. Notifications will be done by the procuring entity **within five (5) working days** after the opening of bids/sealed quotations.

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