



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
REGIONAL OFFICE NO. IV-A
Canlubang Interchange, Brgy. Mayapa, City of Calamba, Laguna



Name of Procuring Entity :	DPWH REGION IV-A	Request for Quotation (P.R. No.):	2024-08-0069
Revised on :		Date:	August 14, 2024
Standard Form/Title :	REQUEST FOR QUOTATION	Office/End-User:	Regional Office
		Mode of Procurement	Small Value Procurement
COMPANY NAME :			
ADDRESS :			
TEL. NO./FAX NO. :	TIN :		

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative not later than **10:00 A.M. of August 20, 2024** in the return envelope attached herewith.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period **within Seminar/Training/Meeting Days** or upon receipt of the approved funded Purchase Order (P.O). Administrative penalties pursuant to Sec.69 of the Revised IRR-RA 9184 shall be imposed for non-delivery without valid reason
3. Warranty shall be for a minimum of three (3) months for supplies & materials; one (1) year for Equipment; one (1) year IT Equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. **PhilGEPS Registration Certificate/Mayor's Permit/Tax Clearance/Income/Business Tax Return(For ABCs above Php500k)/Notarized Omnibus Sworn Statement (For ABCs above Php50k)** shall be attached upon submission of the quotation enclosed with Brown Envelope. **(CERTIFIED TRUE COPY)**
6. Please indicate the brand for each items being offered.
7. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the Department shall adopt and employ "Toss Coin or Draw Lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005
8. The approved budget ceiling for this procurement is **Php 556,500.00**

SIGNED
JOEL F. LIMPENGCO
Director III
Assistant Regional Director
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	<i>Meals, Venue for the Participants and Room Accommodation for Speakers of Seminar on the 2016 Revised IRR for RA 9184 on August 28-30, 2024</i>				
	Meals for the Participants				
	August 28, 2024 - AM Snack, Lunch and PM Snack	160	pax		
	August 29, 2024 - AM Snack, Lunch and PM Snack	160	pax		
	August 30, 2024 - AM Snack, Lunch and PM Snack	160	pax		
	2 Hall/Venue (Allotment per participants, Organizers & Secretariat) with good for 160 persons	3	day		
	Inclusions:				
	• Fully Airconditioned Function Hall				
	• Basic sound system				
	• Elevated platform; Widescreen with projector				
	• Internet (Wi-Fi) access and parking access				
	• Free Flowing Coffee; Tea (upon request)				
	• Whiteboard with marker and eraser; flipcharts with stand				
	Sub Total Amount				

Purpose: For use of participants in Seminar on the 2016 Revised IRR for RA 9184

Brand and Model :	_____	Warranty :	_____
Delivery Period :	_____	Price Validity :	_____

After having carefully read and accepted your General Conditions. I/We quote you on the item(s) at prices note above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Conditons specified by DPWH Region IV - A.

Tel. No.: (049) 3481-02-14 to 15

Printed Name / Signature / Designation / Date

r4a.procurement@gmail.com

DPWH REGION IV-A-Procurement Unit

Tel. No./Cellphone No. & E-mail Address



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BAC Chairperson

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	• Podium with microphone; Registration table				
	• Free usage of fully sanitized function room for 8hrs				
	• Set-up according to requirements				
	• Uninterrupted power supply (UPS)				
	• Welcome tarpaulin				
	3 Rooms for the Accommodation of Speakers from August 28-30, 2024	3	day		
		Sub Total Amount(1)			
		Sub Total Amount(2)			
		Total Amount			

Purpose: For use of participants in Seminar on the 2016 Revised IRR for RA 9184

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