



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION XII

"Matino, Mahusay at Maaasahan"

Prime Regional Government Center, Carpenter Hill, Koronadal City, 9506
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REQUEST FOR QUOTATION

Date: 07 MARCH 2019
 RFQ No.: 2019-03-022

Name of Hotel/Venue:
Address:
Registered Business Name:
Address:
Business Permit No.
TIN:
PhilGEPS Reg. No.

1. The Department of the Interior and Local Government (DILG) Region XII, through its Bids and Awards Committee, hereby intends to procure **GOODS AND SERVICES (Catering Services, Food and Accommodation)** on the conduct of **TRAINING ON THE PROGRAM TO INSTITUTIONALIZE MERITOCRACY AND EXCELLENCE ON HUMAN RESOURCE MANAGEMENT (PRIME-HRM)** to be conducted on April 3-5, 2019 (Wednesday – Friday) in the City of Koronadal, Province of South Cotabato.

2. In accordance with GPPB Resolution No. 13-2016 dated August 9, 2016 “Implementing Guidelines for Small Value Procurement pursuant to Section 53.9 of the RIRR of RA9184, Request for Quotation (RFQ) for the said activity has been posted in the PhilGEPS.

Submit your proposal/quotation for the procurement of **MEALS AND SNACKS** with **ACCOMMODATION** for Two (2) nights; and **MEALS AND SNACKS** broken down as follows:
 A. **AM Snacks** consists of snacks and drinks; B. **LUNCH** consists of (4) main courses (HALAL): 2 meat and 1 fish, 1 soup, 1 dessert, rice and drinks; C. **PM Snacks** consists of snacks and drinks; D. **DINNER** consists of (4) main courses (HALAL): 2 meat and 1 fish, 1 soup, 1 dessert, rice and drinks; E. **PM Snacks** consists of snack and drinks E. **Buffet Breakfast (FREE)** : 2 main course (at least 1 meat or fish dish), salad/soup, rice (Fried or Plain) and fruits.

3. **DEADLINE OF SUBMISSION** of your signed quotation/proposal is **not later than 10:00 A.M. of MARCH 11, 2019 (MONDAY)** for the specified goods and services, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation (RFQ).

4. Open quotations may be submitted manually or through facsimile or email at the address and contact numbers indicated below.

5. For any clarification, you may contact **Ms. Katherine M. Llano** or **Ms. Merriam D. Sarmiento** at telephone numbers **(083) 228-7959 to 60** and **(083) 228-1421** or email address at **mail@region12.dilg.gov.ph**.

Approved by:

MUSARAPHA A. ALIM, MPA
 LGOO VII
 Chairperson, RBAC

The DILG Region XII, imbued with integrity, competence and professionalism, and Living Up to a Peaceful, Accountable, and Dynamic working environment, commits to deliver quality services through oversight function, capacity development intervention, and incentives and rewards and administrative assistance to local government units.

We uphold customer satisfaction and continual improvement of our Quality Management System's effectiveness, compliant to applicable laws, rules and regulations, and international standards, for a highly Developed, Orderly, Self-Reliant, Environment-friendly and Globally Competitive SOCCSKSARGEN. (LUPADDOSE).