



 SOUTHERN LEYTE STATE UNIVERSITY		REQUEST FOR QUOTATION FORM & NOTICE GOODS & SERVICES	
Office/Campus:	VPAA		
Address/Contact Details:	San Roque, Sogod, Southern Leyte		
		RFQ No.	2025-05-0273
		Date:	

GENTLEMEN:

May we request for quotation on materials enumerated hereunder. If you are interested and in a position to furnish the same, we shall be glad to have your best prices.

Delivery within ___ working days upon receipt of approved Purchase Order (PO).

PR No. 2025-05-0192

Item #	QTY.	UNIT	ITEM/DESCRIPTION	APPROVED BUDGET	UNIT COST	TOTAL COST
For the Microcredentialed Program Guide Writeshop and Stakeholder Presentation on June 09-10,2025, at the Conference Hall, RIES Building, SLSU Main Campus.						
June 9, 2025 - Arrival						
1	30	pax	AM Snacks : Special Ham and Cheese sandwich , Nuts and Chips, Candies, (overflowing coffee and Juice, water)	120.00		
2	30		Lunch: Fried Chicken, Garlic Butter Shrimp with Herb Rice, Chicken Stip with ala king sauce,Beef Ossobuco Steamed Rice,Carbonara, Creamy Fresh Fruit Salad, (overflowing coffee and Juice, water)	280.00		
3	30	pax	PM Snacks (Packed): Banana Turon with Langka (3 pcs), Nuts and Chips, Candies, (overflowing coffee and Juice, water)	120.00		
June 10, 2025 - M & E						
4	25	pax	Breakfast: Steamed Rice, Sunny Side Up Egg, Pork Changhai (2 pcs) , Ham (2 pcs), Fried Saba, Coffee	200.00		
5	50	pax	AM Snacks: Puto with Mango, Nuts and Chips, (overflowing coffee and Juice, water)	150.00		
6	50	pax	Lunch: Steamed Rice, Pork Sisig, Chicken Paksiw, Vegetable Salad, Calamares, Beef Calderita, Carbonara, Mango Tapioca, Sliced Fruits, (overflowing coffee and Juice, water)	350.00		
7	50	pax	PM Snacks: Clubhouse Sandwich, Nuts and Chips, (overflowing coffee and Juice)	150.00		
8	50	pax	Dinner: Steamed Rice, Pork Caldereta, Chicken Adobo, , Sweet and Sour Fish, Beef Calderita, Chopsuey, Sliced Fruit, (overflowing coffee and Juice)	300.00		
9	25	pcs	Hopia de Malitbog (Small)	150.00		
10	25	pcs	Bocarillo	150.00		
1	25	pcs	Galletas	250.00		
TOTAL:				81,850.00		
Delivery Term						
Payment Term						
				If payment for deposit, please provide bank details:		

Very truly yours,

PRICES IN THE ABOVE OFFER ARE

CERTIFIED TRUE AND CORRECT:

CHRISTINE ALMA MAE M. DAGUPLO

BAC Chairperson

Authorized Company

Representative

(Signature over Printed Name)

NIEL O. TABALE

Canvasser

Company Name

Address

Tel. Nos.

T. I. N.

IMPORTANT:

1. Prices must be written clearly.
2. If offering a substitute/equivalent, specify the brand and make.
3. RFQ should be sealed.

