



# COOPERATIVE DEVELOPMENT AUTHORITY

827 Aurora Blvd., Service Road, Brgy. Immaculate Concepcion, Cubao, 1111 Quezon City, Philippines

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CDA Philippines



International Year  
of Cooperatives

Cooperatives Build a Better World

## REQUEST FOR QUOTATION

Date: April 25, 2025

RFQ No.: 2025-084

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Business Permit No.: \_\_\_\_\_

TIN: \_\_\_\_\_

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation. Submit your quotation duly signed by you or your duly authorized representative not later than \_\_\_\_\_.

  
**JOSE LITO O. HALLAZGO**  
Chairman, Bids & Awards Committee

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

ITEM DESCRIPTION	Quantity (QTY)	Approved Budget for the Contract	PRICE			OFFER		REMARKS
			QTY	Unit Price	Total Price	Compliance with Technical Specifications (please check)	Yes	
PURPOSE: FOR THE CONDUCT OF QMS TRAINING PROGRAM FOR FY 2025	LOT	₱260,000.00						
PROCUREMENT OF RESOURCE PERSON/S FOR THE QMS TRAINING PROGRAM FOR FY 2025	1							
Training Course on Auditing QMS May 15-16, 2025 (25 pax)								
Online Awareness Course on ISO May 28, 2025 (40 pax) May 29, 2025 (40 pax) May 30, 2025 (40 pax)								
Workshop on QMS Documentation June 9-10, 2025 (40 pax)								
Please see attached Terms of Reference Delivery Period: Please refer to the scheduled conduct of each activity Terms of Payment: 30 days after completion of each activity								
*****nothing follows*****								

Note: •Quoted price/s must be VAT inclusive.

•Supplier must have a Land Bank of the Phil. Account.

•Supplier must submit a sealed quotation.

•Sealed quotation must be submitted together with the following requirements:

Company Profile, DTI/SEC Registration, Business/Mayor's Permit, BIR Registration, and PhilGEPS Certificate of Membership

Signature over Printed Name

Contact Numbers (Landline and/or  
Cellphone Nos.)/E-mail address

Canvasser