



Republic of the Philippines
Government of Ormoc City
BIDS AND AWARDS COMMITTEE
Ormoc City

OTESD

P.R. No.: 233028
Quotation No.: 242829-1705
PhilGEPs No.: _____

Standard Form Title: **REQUEST FOR QUOTATION**

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by you or your authorized representative not later than _____

LOUCELLE MAE B. ARANETA
PROCUREMENT OFFICER

- NOTE: (1) ALL ENTRIES MUST BE TYPEWRITTEN OR LEGIBLY WRITTEN.
(2) DELIVERY PERIOD WITHIN 300 C.D. UPON RECEIPT OF THE APPROVED FUNDED PURCHASE ORDER (P.O.). Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be for a minimum for non-delivery without valid reason.
(3) WARRANTY SHALL BE FOR A PERIOD OF THREE (3) MONTHS OF SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE

OF ACCEPTANCE BY THE END-USER. (4) PRICE VALIDITY SHALL BE FOR A PERIOD OF SIXTY (60) DAYS. (5) G-EPS REG NO., MAYORs PERMIT, DTI/SEC, AND FOR ABC's ABOVE 500K - ITR & OMNIBUS SWORN STATEMENT SHALL BE ATTACHED UPON SUBMISSION (6) BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCTS IF APPLICABLE. (7) THE **APPROVED BUDGET CEILING** FOR THIS PROCUREMENT IS (amount indicated below)
Php 332,000.00

Activities	Schedule	
	FROM	TO
1 Issuance of Canvass	Tuesday January 09, 2024	Friday January 12, 2024
2 Submission of Canvass	Monday January 15, 2024	10:00 AM
3 Opening of Canvass	Monday January 15, 2024	2:00 PM

#	ITEMS AND DESCRIPTION	QTY	UNIT COST	TOTAL
1	Breakfast	100 pax		
	1 breakfast viand			
	1 egg			
	1 garlic / plain rice			
	with drinks - coffee/juice			
2	Snacks (pax)	1000 pax		
	heavy snacks, choice of:			
	Pasta, Burgers, Sandwiches, Bread			
	with Drinks - soda / juice			
3	Meals (pax)	700 pax		
	2 main course			
	noodles/vegetables			
	dessert/salad/fresh fruits			
	rice			
	drinks - soda / juice			
	• Supplier must serve coffee upon request			
	• Food must be serve packed/plated/buffet as per request			
	• Supplier can serve request on Saturdays and Sundays			
	FOR BUFFET CATERING: Only washable/re-usable plates, cups, glasses serving trays are allowed to be used. Drinks must be in water dispensers, jug dispensers, or pitchers			
Sub-Total >>>				

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

After having carefully read and accepted your Conditions, I/We quote you on the item at prices noted above and hereby commit to deliver the same if adjudged to have the lowest and responsive quotation.

BUSINESS NAME

Printed Name/Signature/Date



