



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

CMO

P.R. No.: 240443  
Quotation No.: 243055-1818  
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., MAYOR'S 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 140,000.00

| Activities              | Schedule                    |                          |
|-------------------------|-----------------------------|--------------------------|
|                         | FROM                        | TO                       |
| 1 Issuance of Canvass   | Wednesday February 07, 2024 | Monday February 12, 2024 |
| 2 Submission of Canvass | Tuesday February 13, 2024   | 10:00 AM                 |
| 3 Opening of Canvass    | Tuesday February 13, 2024   | 2:00 PM                  |

| #             | Piston   | QTY     | UNIT COST | TOTAL |
|---------------|--|---------|-----------|-------|
| 1             | Snacks (pax)   | 500 pax |           |       |
|               | CHOICE OF:   |         |           |       |
|               | Sandwiches: Clubhouse, Burger with Fries, Fillet of Fish, Chicken Tuna, Ham and Egg Sandwich, Tuna Sandwich, Chicken Sandwich, Noodles or Pasta with Bread, Pancit Canton  |         |           |       |
|               | Bihon with Bread, Palabok, Sotanghon Guisado, Spaghetti, Macaroni, Tuna Casserole, Meat Buns, Meat Bread, Siopao, Bread (Ensaymada, Cinnamon, Cake Slices, Siakoy), Assorted kakanin, Muffins, Cookies                             |         |           |       |
|               | Drinks: Choice of Water, Softdrinks or Juice   |         |           |       |
| 2             | Meals (pax)  | 300 pax |           |       |
|               | Choice of:   |         |           |       |
|               | 1 1/2 Cup of Rice  |         |           |       |
|               | Main Menu: with Side Dish  |         |           |       |
|               | Choice of Pork, Chicken, Beef and Fish/Seafoods  |         |           |       |
|               | Choice of Noodles, Pasta or Vegetables   |         |           |       |
|               | Dessert: Choice of Fruits, Salad or Sweets   |         |           |       |
|               | Drinks: Choice of Soda/Juice/Water   |         |           |       |
|               | 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 for serving drinks (plastic bottles, tetra packs, plastic |         |           |       |
| 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

