



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

CMO

P.R. No.: 240930  
Quotation No.: 243379-1980  
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 309 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 100,000.00

	Activities	Schedule	
		FROM	TO
1	Issuance of Canvass	Tuesday March 05, 2024	Friday March 08, 2024
2	Submission of Canvass	Monday March 11, 2024	10:00 AM
3	Opening of Canvass	Monday March 11, 2024	2:00 PM

#	Item and Description	QTY	UNIT COST	TOTAL
1	Meals (pax)	200 pax		
	Choice of:			
	Pork, Chicken, Beef, Seafood Viand			
	Choice of:			
	Pasta, Noodles, Bam-i, Pancit, Vegetables			
	Dessert:			
	Fresh Fruits, Pastry, Salad, Any kinds of Sweets			
	Drinks: Soda/Juice/Water			
2	Snacks (pax)	400 pax		
	Choice of:			
	Club House, Burger, Meat Bread, Chicken Sandwich, Ham & Egg Sandwich, Pasta w/ Bread, or any Pastries			
	Drinks: Soda/Juice/Water			
	With Free Flowing Coffee			
<b>Sub-Total &gt;&gt;&gt;</b>				

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

