



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

CMO

P.R. No.: 241013  
Quotation No.: 243407-1994  
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 90 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 445,500.00

	Activities	Schedule	
		FROM	TO
1	Issuance of Canvass	Thursday March 14, 2024	Tuesday March 19, 2024
2	Submission of Canvass	Wednesday March 20, 2024	10:00 AM
3	Opening of Canvass	Wednesday March 20, 2024	2:00 PM

#	Item and Description	QTY	UNIT COST	TOTAL
1	Snacks (pax)	1100 pax		
	CHOICE OF:			
	Clubhouse, Burger, Tuna Ham & Egg Sandwich, Empanada,			
	Tuna Sandwich, Meat Buns, Meat Bread, Chicken Sandwich,			
	Siapao, Spaghetti, Macaroni, Tuna Casserole, Bread Delight			
	(Ensaymada, Cinnamon, Cake Slices)			
	All served Drinks of Choice: Water/Juice/Soft Drinks			
2	Meals (pax)	1100 pax		
	Packmeals			
	1 1/2 Cup of Rice			
	Main Menu: With Side Dish			
	Choice of Pork, Chicken, Beef, or Fish			
	Choice of Noodles, Pasta, or Vegetables			
	Dessert: Choice of Fruits, Salads, or Sweets			
	All Served Drinks of Choice: Water/Juice/Soft Drinks			
	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			
	packed or canned drinks and styrocups are prohibited)			
	FOR PACKED MEALS:packaging should be in biodegradable			
	material such as paper boxes (carton). Plastic utensils to be used			
<b>GRAND TOTAL &gt;&gt;&gt;</b>				

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

