ADMIN-BAC FORM 14
Rev. 2, January 1, 2024

Standard Form Number: **SF-GOOD-60**
Revised on May 24, 2004

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

HRM

P.R. No.: **240281**
Quotation No.: **243519-2050**
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 15 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 ***299,000.00***

	Activities	Schedule	
		FROM	TO
1	Issuance of Canvass	**Monday March 25, 2024**	**Monday April 01, 2024**
2	Submission of Canvass	**Tuesday April 02, 2024**	**10:00 AM**
3	Opening of Canvass	**Tuesday April 02, 2024**	**2:00 PM**

#	Item and Description	QTY	UNIT COST	TOTAL
1	*Hotel Accommodation (with meals)*	*1 lot*		
	1 lot hotel accomodation			
	10 rooms @ 4,000.00 - DE LUXE ROOM			
	10 rooms @ 3,100.00 - SUPERIOR ROOM			
	10 rooms @ 4,800.00 TOTAL OF 119,000.00 - EXECUTIVE ROOM			
	200 PAX MEALS & SNACKS W/ VENUE @ 900.00			
	Inclusion : 1 Meals & 2 snacks (AM& PM) MEALS (200 PAX)			
	** 2 Main Course (Fish or Pork or Chicken)*			
	** 1 Soup*			
	** 1 Vegetable, Pasta/Noodles*			
	** Dessert/Salad*			
	** One (1) round of sliced pineapple*			
	** Steamed Rice*			
	** One (1) round of Softdrinks*			
	SNACKS (200 PAX AM & PM)			
	Choice of: (Tuna Sandwich, Chicken Sandwich, Bolognese,			
	Ham & Cheese Sandwich, Bihon/Bam-e with sandwich,			
	Pancit Canton with Sandwich) with Juice.			
	This includes airconditioned venue? access to LCD Projectors			
	Good Sound System, Free Tables and chairs, with cloth,			
	Free flowing coffee.			
	FOR BUFFET CATERING: Only washable/re-usable plates,			
			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

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#	Item and Description	QTY	UNIT COST	TOTAL
	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 biodgradable			
	materials such as paper boxes(carton). Plastic utensils to			
	be used are strictly prohibited). 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)			
	X-X-X NOTHING FOLLOWS X-X-X			
	-x-x-x-x-x-x-x- NOTHING FOLLOWS -x-x-x-x-x-x-x-			
			GRAND 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

2024-03-240281