



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

PESO

P.R. No.: 241215  
Quotation No.: 243647-2114  
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 \_\_\_\_\_

**KATHERYN A. SOLAÑA**  
PROCUREMENT OFFICER

**NOTE:** (1) ALL ENTRIES MUST BE TYPEWRITTEN OR LEGIBLY WRITTEN.  
(2) DELIVERY PERIOD WITHIN 245 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 192,000.00

	Activities	Schedule	
		FROM	TO
1	Issuance of Canvass	Friday April 05, 2024	Wednesday April 10, 2024
2	Submission of Canvass	Thursday April 11, 2024	10:00 AM
3	Opening of Canvass	Thursday April 11, 2024	2:00 PM

#	Item and Description	QTY	UNIT COST	TOTAL
1	Meals (pax)	350 pax		
	A Total of 350 pax			
	From May to December 2024			
	Choice of:			
	Meat (Pork or Chicken or Beef or Fish)			
	Noodles or Vegetables			
	with Mineral Water or Juice or Softdrinks			
2	Snacks (pax)	870 pax		
	A total of 870 pax			
	From May to December 2024			
	Choice of:			
	Cheese Burger, Siopao, Sandwich and Pasta			
	with Mineral Water or Softdrinks or Juice			
	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)			
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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	FOR PACKED MEALS:packaging should be in biodegradable material such as paper boxes (carton). Plastic utensils to be used are stricly 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-x-x-x-x- NOTHING FOLLOWS -x-x-x-x-x-x-x-			
GRAND TOTAL >>>				

Brand and Model : \_\_\_\_\_ Warranty : \_\_\_\_\_  
Delivery Period : \_\_\_\_\_ Price Validity : \_\_\_\_\_

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