



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

CHD

P.R. No.: 242010  
Quotation No.: 244393-2487  
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. SOLANA**  
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 86,400.00

	Activities	Schedule	
		FROM	TO
1	Issuance of Canvass	Thursday July 25, 2024	Tuesday July 30, 2024
2	Submission of Canvass	Wednesday July 31, 2024	10:00 AM
3	Opening of Canvass	Wednesday July 31, 2024	2:00 PM

#	Item and Description	QTY	UNIT COST	TOTAL
1	Meals & Snack w/ venue	45 pax		
	A.M. Snacks			
	*Meatbread and Pineapple Juice			
	Lunch			
	*Roast Chicken, Lemon Caper Fish, Bam-I, Leche Flan, Rice & Softdrinks			
	P.M. Snacks			
	*Ham Sandwich & Juice			
2	Meals & Snack w/ venue	90 pax		
	*Muffin and Juice			
	Lunch			
	*Beef Steak Chinese Style, Steamed Fish w/ Lapu-Lapu w/ Crabmeat, Special Chopsuey, Buko Pandan, Rice & Softdrinks			
	P.M. Snacks			
	*Club Sandwich & Juice			
	Includes:			
	Aircon Venue, Tables & Chairs, Sound System			
	WiFi, Free Flowing Coffee, LCD Screen & Whiteboard			
	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			
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

2024-07-242010



