



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

CMO

P.R. No.: 242041  
Quotation No.: 244473-2527  
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 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 962,500.00

	Activities	Schedule	
		FROM	TO
1	Issuance of Canvass	Tuesday August 13, 2024	Friday August 16, 2024
2	Submission of Canvass	Monday August 19, 2024	10:00 AM
3	Opening of Canvass	Monday August 19, 2024	2:00 PM

#	Item and Description	QTY	UNIT COST	TOTAL
1	Meals (pax)	2500 pax		
	PACKED MEAL			
	Choice of:			
	1 1/2 Cup of Rice			
	Main Menu: with Side Dish			
	Choice of Pork, Chicken, Beef and Fish			
	Choice of Noodles, Pasta or Vegetables			
	Dessert: Choice of Fruits, Salads or Sweets			
	Drinks: Choice of Water/Juice/Softdrinks			
2	Snacks (pax)	2500 pax		
	Choice of:			
	Clubhouse, Burger, Tuna Ham & Egg Sandwich, Empanada,			
	Tuna Sandwich, Meat Buns, Meat Bread, Chicken Sandwich,			
	Siopao, Spaghetti, Macaroni, Tuna Casserole, Bread Delight			
	(Ensaymada, Cinnamon, Cake Slices)			
	All Served Drinks of Choice: Water/Juice/Soft drinks			
	NOTE:			
	1,400 PAX MEALS CHARGE TO:			
	Other Maintenance and Operating Expenses - Capability Building			
	5-02-99-990-0010			
	1,100 PAX MEALS CHARGE TO:			
	Training Expenses -			
	5-02-02-010			
	2,500 PAX SNACKS CHARGE TO:			
	Training Expenses			
	5-02-02-010			
	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			
	materials such as paper boxes (carton). Plastic utensils to be used			





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

CMO

P.R. No.: 242041  
Quotation No.: 244473-2527  
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 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 962,500.00

	Activities	Schedule	
		FROM	TO
1	Issuance of Canvass	Tuesday August 13, 2024	Friday August 16, 2024
2	Submission of Canvass	Monday August 19, 2024	10:00 AM
3	Opening of Canvass	Monday August 19, 2024	2:00 PM

  

#	Item and Description	QTY	UNIT COST	TOTAL
	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)			
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

2024-08-242041

