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

CDRRM
P.R. No.: ***242016***
Quotation No.: ***244503-2542***
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 180 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 ***998,920.00***

	Activities	*Schedule*	
		FROM	*TO*
1	Issuance of Canvass	***Thursday August 15, 2024***	***Tuesday August 20, 2024***
2	Submission of Canvass	***Thursday August 22, 2024***	***10:00 AM***
3	Opening of Canvass	***Thursday August 22, 2024***	***2:00 PM***

#	*Item and Description*	*QTY*	*UNIT COST*	*TOTAL*
1	*Rental, Venue w/ meals & snacks (lot)*	*1 lot*		
	- 1,921 pax			
	- 1 1/2 cup of rice			
	3 MAIN COURSE:			
	- Choice of: Beef, Chicken, Pork or Seafood			
	1 Vegetable or Pasta			
	1 Salad, Dessert or Fruit			
	1 Round of Drink			
	Snacks AM or PM			
	- Choice of: Sandwiches, Meatbread, Burgers or Muffins			
	1 Round of Drink			
	Note:			
	- Can serve with in an hour of notice from the end user			
	- Can serve offsite			
	- This includes airconditioned venue with acress to WiFi,			
	LCD Projectors, Good sound system, free tables and chairs			
	with cloth, with free flowing coffee and potable water.			
	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			
			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*
	canned drinks and styrocups are prohibited)			
	FOR PACKED MEALS: Packaging should be in biodegradable			
	material such as paper boxes (carton). Utensils to be used			
	are strickly prohibited). Drinks must be in water dispensers			
	jug dispensers, or pitchers for serving drinks (plastic			
	bottles, tetra packs, plastic packed or canned drinks and			
	stryocups are prohibited).			
	-x-x-x-x-x-x-x- NOTHING FOLLOWS -x-x-x-x-x-x-x-			
			GRAND TOTAL >>>	

*

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Business Name

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Printed Name/Signature/Date