BIDS AND AWARDS COMMITTEE (BAC II)

REQUEST FOR QUOTATION

Project: Catering Services  
Date: 21 November 2018  
PR No.: 2018-11-1222  
Quotation No.: 2018-11-011  
Approved Budget: ONE HUNDRED NINETY-ONE HUNDRED SIXTY FIVE PESOS (P119,165.00)  
Procurement Method: Small Value Procurement

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than 24 November 2018 at 10:00 A.M. at New Executive Bldg., JP Laurel St., San Miguel Manila, or psu.pcoo@gmail.com.

General Conditions:
1. Price validity shall be for a period of sixty (60) calendar days.
2. Price quotations shall be INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES.
3. The supplier awarded with the contract shall submit the following updated documents prior to payment:
   - Mayor’s / Business Permit
   - PhilGEPS Registration Number
   - Income/Tax Return
   - Omnibus Sworn Statement
   - Professional License/Curriculum Vitae (Consulting Services)
   - PCAB License (Infra.)
   - NFCC (Infra.)

Company Name:  
Address:  
Email:  
Representative:  
Contact No.:  
TIN:  

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Item Description</th>
<th>Qty</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Catering Services for 250pax</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Catering Specifications:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>-cocktail dinner buffet</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>-full set up (inclusive of tables and chairs, buffet table &amp; service waiters)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>-5 varieties of viands (minimum)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>-2 varieties of desserts (minimum)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>-1 juice</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>-free flowing brewed coffee and water</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL AMOUNT**

Event Date: Nov. 28, 2018  
Event Venue: National Museum of Fine Arts, Ermita, Manila

xxxxxx Nothing follows xxxxxx

After having carefully read and accepted your General Conditions, I quote you on the item at prices noted above.

__________________________________  
Printed Name / Signature

__________________________________  
Date