



**BIDS AND AWARDS COMMITTEE  
(BAC II)**

**REQUEST FOR QUOTATION**

<b>Project</b> : Catering Services in Cebu	<b>Date</b> : 22 August 2019
<b>PR No.</b> : 2019-07-0886	<b>Quotation No.</b> : 2019-08-0225
<b>Approved Budget for the Contract</b> : SIXTY-SIX THOUSAND PESOS (Php 66,000.00)	<b>Procurement Method</b> : 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 25 August 2019 at 2:00 P.M** at New Executive Bldg., JP Laurel St., San Miguel Manila, [psu.pcoo@gmail.com](mailto:psu.pcoo@gmail.com)

**General Conditions:**

1. Delivery period within 3 calendar days from receipt of the Purchase Order form.
2. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from date of acceptance by PCOO.
3. Price validity shall be for a period of sixty (60) calendar days.
4. Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES.**
5. The supplier awarded with the contract shall submit the following updated documents prior to **payment**:

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Mayor's / Business Permit                                   |
| <input checked="" type="checkbox"/> | PhilGEPS Registration Number                                |
| <input checked="" type="checkbox"/> | BIR 2303  |
| <input type="checkbox"/>            | Income/Tax Return   |
| <input type="checkbox"/>            | Omnibus Sworn Statement                                     |
| <input type="checkbox"/>            | Professional License/Curriculum Vitae (Consulting Services) |
| <input type="checkbox"/>            | PCAB License (Infra.)                                       |
| <input type="checkbox"/>            | NFCC (Infra.)   |

<b>Company Name</b> :	
<b>Address</b> :	
<b>Email</b> :	<b>TIN No</b> :
<b>Representative</b> :	<b>Contact No.</b> :

Item No.	Item Description	Qty	Unit	Unit Price	Total
1	<b>Meals / Catering Services for PCOO Roadshow and FOI Caravan in Cebu City on 27 August 2019</b>  Meal 1: AM Snack PCOO Roadshow 250 pax snacks and drinks  Meal 2: PM Snack FOI Campus Caravan 300 pax Packed Snack and drinks  Note: Inclusion of VAT and other applicable charges.  Send bill. No deposits and downpayment	250 pax  300 pax			
				<b>P</b> _____	<b>P</b> _____

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

\_\_\_\_\_  
Printed Name / Signature

\_\_\_\_\_  
Date