



REPUBLIC OF THE PHILIPPINES
PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE
Tanggapang Pampanguluhan sa Operasyong Pangkomunikasyon
Malacañang, Manila

BIDS AND AWARDS COMMITTEE – II

Project	CATERING SERVICES FOR THE PCOO ROADSHOW AND FOI CAMPUS CARAVAN IN BILIRAN LEYTE	Date	[22 January 2020]
PR No.	2020-01-005	Quotation Number	2020-01-0006
Approved Budget for the Contract	One Hundred Thirty Seven Thousand Five Hundred Pesos (Php 137, 500.00)	Mode of Procurement	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 **[Monday, 27 January 2020]** at **[7:00 AM]** at the New Executive Bldg., JP Laurel St., San Miguel Manila, or through e-mail via psu.pcoo@gmail.com.

General Conditions:

- Suppliers shall submit their quotations using this Prescribed Form. Failure to do so shall be render the quotation unresponsive.
- Delivery period within **THREE (3) CALENDAR DAYS** from receipt of the Purchase Order Form.
- Payment will be on a **SEND BILL ARRANGEMENT**, i.e. full payment will be made after the completion of the event or delivery of the service.
- 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.
- Price validity shall be for a period of sixty (60) calendar days.
- Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES**.
- 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 (*for Consulting Services*)
 - PCAB License (*for Infrastructure Projects*)
 - NFCC (*for Infrastructure Projects*)
 - ✓ BIR Form 2303 (Certificate of Registration)

Company Name : _____
Address : _____
Email : _____
Representative : _____

TIN No : _____
Contact No. : _____

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
	Catering services for the PCOO Roadshow and Campus Caravan January 28, 2020 (Tuesday) <ul style="list-style-type: none">- must be packed- AM heavy snacks (Pasta/ Chicken lollipop / Sandwich)- Drinks (bottled juice, bottled soda, bottled ice tea)				



REPUBLIC OF THE PHILIPPINES
PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE
Tanggapang Pampanguluhan sa Operasyong Pangkomunikasyon
Malacañang, Manila

BIDS AND AWARDS COMMITTEE – II

	January 29, 2020				
	<ul style="list-style-type: none">- Must be packed- AM heavy snacks (Pasta/ Chicken lollipop / Sandwich)- D Drinks (bottled juice, bottled soda, bottled ice tea) <p>Venue: Biliran Province State University</p> <p>Inclusion: Utensils, serve by usher during the distribution of packed meals</p>				

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

Printed Name / Signature

Date