



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

BIDS AND AWARDS COMMITTEE – II

Project:	CATERING IN PURCHASE FOR THE PCOO ROADSHOW AND FOI CAMPUS CARAVAN	Date:	02/03/2020
PR No.:	2020-02-0010	Quotation Number	2020-02-0018
Approved Budget: for the Contract	ONE HUNDRED FIVE THOUSAND PESOS (P 105,000.00)	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 **07 February 2020 at 06:00 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
 - ☒ Omnibus Sworn Statement
 - ☒ BIR Form 2303 (Certificate of Registration)

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

TIN No : _____
Contact No. : _____

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
1.	CATERING SERVICES FOR THE PCOO ROADSHOW AND FOI CAMPUS CARAVAN. FEBRUARY 12 <ul style="list-style-type: none">- SNACKS (PACKED MEALAND DRINKS)- PASTA, CHICKEN- SANDWICH- DRINKS	400	PCS		
2.	FEBRUARY 13 <ul style="list-style-type: none">- SNACKS (PACKED MEAL AND DRINKS)- PASTA, SANDWICH, CHICKEN- DRINKS	300	PCS		



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	INCLUSIONS: <ul style="list-style-type: none">- UTENSILS- OTHER EXPENSES (VAT, TRANSPORTATION, SERVICE CHARGE AND ETC.) <p>****nothing to follows****</p> <p>TOTAL AMOUNT</p>				P _____
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After having carefully **read and accepted your General Conditions**, I quote you on the item at prices noted above.

Printed Name / Signature

Date