



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

BIDS AND AWARDS COMMITTEE – II

Project:	CATERING SERVICES FOR PRE – SONA MEDIA LAUNCH	Date:	05 May 2020
PR No:	2020-03-0243	Quotation Number	2020-05-0089
Approved Budget for the Contract:	FOUR HUNDRED FIFTY ONE THOUSAND FOUR HUNDRED PESOS (Php 451,400.00)	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 **11 May 2020** at 5:00 **PM** 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.	Item Description	Qty	Unit	Unit Price	Total
	CATERING SERVICES FOR PRE SONA 2020 MEDIA LAUNCH				
	PM SNACKS: Inclusions: <ul style="list-style-type: none">SandwichesPastriesPotato ChipsBeverages (Refillable): Soft drinks, Coffee, Tea, Mineral Water or Iced Tea	200	Pax		
	DINNER BUFFET Inclusions: <ul style="list-style-type: none">Hot Main Courses: Salad, Beef, Chicken, Fish, and PastaRice, Potato and Vegetables SidingDessertsBeverages (Refillable): Soft drinks, Tea, Mineral Water or Iced Tea	200	Pax		
	Mode of Payment: <ul style="list-style-type: none">Send Bill ArrangementNo Down Payment				
	TOTAL AMOUNT				



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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