



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

BIDS AND AWARDS COMMITTEE – II

Project:	MEALS FOR PRE SONA 2020	Date:	27 JUNE 2020
PR No:	2020-06-0358	Quotation Number	2020-06-0094
Approved Budget for the Contract:	THREE HUNDRED EIGHTY THOUSAND SEVEN HUNDRED PESOS (Php 380,700.00)	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 **01 JULY 2020 at 09:00 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.	Item Description	Qty	Unit	Unit Price	Total
	MEALS FOR PRE - SONA 2020				
	PACKED MEALS FOR JULY 8,15, & 22, 2020				
	Catering requirements: (3 days event)				
	- July 8,2020 (Packed AM Snacks)	150	Pax		
	- July 15,2020 (Packed AM Snacks)	150	Pax		
	- July 22,2020 (Packed AM Snacks)	150	Pax		
	Inclusions:				
	- Pastry or sweets, Bottled drink				
	Catering requirements:				
	- July 8,2020 (Packed Lunch)	150	Pax		
	- July 15,2020 (Packed Lunch)	150	Pax		
	- July 22,2020 (Packed Lunch)	150	Pax		
	Inclusions:				
	- 1 Appetizer, 1 Main Course, 1 Vegetables, Rice, 1 Dessert, 1 Bottled Drinks				



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

BIDS AND AWARDS COMMITTEE – II

Item No.	Item Description	Qty	Unit	Unit Price	Total
	<p>Technical Specifications:</p> <ul style="list-style-type: none">- No tables and Chairs set up- 4-5 Tables for food pick up area- Staff to distribute packed meals c/o cater (Must each have at least a pair of gloves, face mask, and face shield)- Packed AM Snack to be claimed by guests upon entry of venue (registration starts at 8:00am)- Packed Lunch to be claimed by guests upon exit of the venue (Event would end at around 11:30AM to 12:00nn) <p>Mode of Payment:</p> <ul style="list-style-type: none">- Send Bill Arrangement- No Down Payment <p>Other Charges TOTAL AMOUNT</p>				

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

Printed Name / Signature

Date