



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

**BIDS AND AWARDS COMMITTEE – II**

<b>Project:</b>	<b>FOOD CATERING SERVICES FOR THE 2020 STATE OF THE NATION ADDRESS OF THE PRESIDENT</b>	<b>Date:</b>	<b>07/17/2020</b>
<b>PR No.:</b>	<b>2020-06-0373</b>	<b>Quotation Number</b>	<b>2020-07-0106</b>
<b>Approved Budget: for the Contract</b>	<b>TWO HUNDRED THOUSAND PESOS (P 200,000.00)</b>	<b>Mode of Procurement:</b>	<b>SMALL VALUE PROCUREMENT</b>

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than **21 JULY 2020** at **9:00 AM** at the New Executive Bldg., JP Laurel St., San Miguel Manila, or through e-mail via [psu.pcoo@gmail.com](mailto: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*)
  - ✓ BIR Form 2303 (Certificate of Registration)

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

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
	<b>FOOD CATERING SERVICES FOR THE 2020 STATE OF THE NATION ADDRESS OF THE PRESIDENT</b>				
	LUNCH: PACKED MEALS INCLUSION	<b>400</b>			
	➤ Meat				
	➤ At Least two (2) dishes of meat/fish				
	➤ Vegetable				
	➤ Dessert				
	➤ Bottled water				
	➤ Juice				
	DINNER : PACKE MEALS INCLUSIONS	<b>400</b>			
	➤ At Least two (2) dishes of meat/fish				
	➤ Vegetable				
	➤ Dessert				
	➤ Bottled water				
	➤ Juice				
	****Nothing follows****				
	<b>TOTAL AMOUNT</b>				

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



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

\_\_\_\_\_  
Date