



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

BIDS AND AWARDS COMMITTEE – II

Project:	MEALS FOR #IDNATIN LAUNCH	Date:	08 SEPTEMBER 2020
PR No:	2020-09-0430	Quotation Number	2020-09-0126
Approved Budget for the Contract:	ONE HUNDRED SEVENTY FOUR THOUSAND FIVE HUNDRED PESOS (Php 174,500.00)	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 **11 SEPTEMBER 2020** at **08:00 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	:	_____	TIN No	:	_____
Address	:	_____	Contact No.	:	_____
Email	:	_____			
Representative	:	_____			

Item No.	Item Description	Qty	Unit	Unit Price	Total
	Meals for #IDNatin Launch				
	Packed AM Snacks:	200	Pax		
	: Sandwich				
	: Pastry and Sweets with Bottled drinks				
	Packed Lunch:	200	Pax		
	: At least 1 appetizer, 1 Main Course				
	: 1 Vegetables, 1 Rice, 1 Dessert				
	: 1 Bottled Drink (Soft drinks/Ice Tea/ Water)				
	Technical Specifications:				
	: No Tables and Chair set up				
	: Three (3) tables for food pick up area				
	: Staff to distribute packed meals c/o caterer (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 8:00 AM)				
	: Packed Lunch to be claimed by guests upon exit of the venue (Event would end at around 11:30-12nn)				
	: To be delivered at the venue				



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Item No.	Item Description	Qty	Unit	Unit Price	Total
	Mode of Payment: <ul style="list-style-type: none">- Send Bill Arrangement- No Down Payment- INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES ADD: DELIVERY CHARGES TOTAL AMOUNT:				

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

Printed Name / Signature

Date