



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

BIDS AND AWARDS COMMITTEE – II

Project: Meals for the Freedom of Information Stakeholder's Night (Consultative Meeting with the Academe, LGU's, NGA's and other Stakeholders) **Date:** December 03, 2020

PR No: 2020-11-0596 **Quotation Number:** 2020-12-0170

Approved Budget for the Contract: **NINETY-TWO THOUSAND ONE HUNDRED PESOS [92,100.00]** **Mode of Procurement:** Small Value Procurement (SVP)

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, DECEMBER 2020 at 9:00AM** 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 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, APPLICABLE TAXES, AND BANK CHARGES**
- The supplier awarded with the contract shall submit the following updated documents **prior to payment**:
 - ☒ Mayor's / Business Permit
 - ☒ PhilGEPS Registration Number
 - ☒ BIR Form 2303 (Certificate of Registration)
 - ☒ Omnibus Sworn Statement

Company Name : _____
Address : _____
Email : _____ **TIN No** : _____
Representative : _____ **Contact No.** : _____

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
1	Meals (First Batch) Meals (Second Batch) INCLUSIONS: -TABLES and CHAIRS SET-UP -ON-SIGHT WAITER SERVICE IMPORTANT NOTES: Inclusive of all charges and fees NO DP/ Send bill arrangement	50 50			
TOTAL					

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

Printed Name / Signature

Date