



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

**BIDS AND AWARDS COMMITTEE – II**

<b>Project:</b>	PCOO and Transparency Roadshows (Van Rental for National Consultation in Tacloban, Leyte on 7-9 June 2021)	
<b>PR No.:</b>	2021-04-0279	<b>Date:</b> 10 May 2021
<b>Approved Budget: for the Contract</b>	FIFTY FIVE THOUSAND PESOS (55,000.00)	<b>Quotation Number</b> 2021-05-0091
		<b>Mode of Procurement:</b> 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 **14 May 2021** at **12:01 AM** 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 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**.
- Suppliers shall submit the following updated documents together with this Request for Quotation Form or submission offer prior to the indicated deadline of submission:
  - ✓ Mayor's / Business Permit
  - ✓ PhilGEPS Registration Number
  - Income/Tax Return
  - 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>PCOO and Transparency Roadshows and Caravan (Van Rental for National Consultation on Tacloban, Leyte on 7-9 June 2021)</b>  3 days, 2 Vans Inclusions: Fuel Charges Toll fee Parking fee Driver's fee VAT Meals and Accommodation of driver Driver must comply with the IATF travel Requirements (Negative Covid test result, clearance, etc.) Disinfection of the vehicle  <u>Specification:</u> 14 pax Aircon Within Tacloban and with Airport Transfers  Duration: 1 <sup>st</sup> day – Tacloban Airport and within Tacloban (12 hrs) 2 <sup>nd</sup> day – Within Tacloban and Leyte 16 hrs. 3 <sup>rd</sup> day – Tacloban Airport (10 hours)	2	Van		



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	<p><b>PCOO and Transparency Roadshows and Caravan (Van Rental for National Consultation on Tacloban, Leyte on 7-9 June 2021)</b></p> <p>3 days, 1 Premium Van <u><b>with Captain Seat</b></u></p> <p>Inclusions: Fuel Charges Toll fee Parking fee Driver's fee VAT Meals and Accommodation of driver Driver must comply with the IATF travel Requirements (Negative Covid test, result, clearance, etc.) Disinfection of the vehicle</p> <p><u>Specification:</u> 6 pax Aircon Within Tacloban and Leyte and with Airport Transfers</p> <p>uration: 1<sup>st</sup> day – Tacloban Airport and within Tacloban (16 hrs) 2<sup>nd</sup> day – Within Tacloban and Leyte 16 hrs) 3<sup>rd</sup> day – Tacloban Airport (16 hours)</p> <p><b>IMPORTANT NOTES:</b> <b>*The date may change 2 weeks prior to or 4 weeks after the indicated date.</b></p> <ul style="list-style-type: none"><li>• <b>No Down payment</b></li><li>• <b>Send Bill Arrangement</b></li><li>• <u><b>inclusive of all costs and applicable taxes (i.e. bank charges, VAT, other charges, etc.)</b></u></li></ul> <p>****Nothing follows****</p> <p><b>TOTAL AMOUNT</b></p>	1	Van		
					<b>P</b> _____

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

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

\_\_\_\_\_  
Date