



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

BIDS AND AWARDS COMMITTEE – II

Project:	PCOO and Transparency Roadshows and Caravan (Catering Service - Packed Meals for National Consultation in BARMM Cotabato, Maguindanao on 29 June 2021)	Date:	27 MAY 2021
PR No.:	2021-05-0323	Quotation Number	2021-05-0113
Approved Budget: for the Contract	ONE HUNDRED THIRTY FIVE THOUSAND EIGHT HUNDRED PESOS (135,800.00)	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 **02 JUNE 2021** at **09:00 AM** through e-mail via bac2rfq@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**.
- 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
 - ✓ Omnibus Sworn Statement
 - Professional License/Curriculum Vitae (*for Consulting Services*)
 - ✓ BIR Form 2303 (Certificate of Registration)

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

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
	PCOO and Transparency Roadshows and Caravan Catering Services – Packed Meals for National Consultation in Cotabato, Maguindanao on 29 June 2021				
	Shall be delivered on 29 June 2021 in Cotabato, Maguindanao Regional Center at 08:00 am				
	Inclusions: utensils, tissues/napkins, service charge, delivery charges, and other related expenses	200	Pcs		
	200 pcs chairs with cloth cover	200	Pcs		
	3 uniformed waiters (must comply with the IATF travel requirements)(Negative COVID Test result, clearance, etc.)				
	AM Heavy Snacks	200	Pax		
	(shall include Pasta without Pork, Fried Chicken, or Chicken BBQ, Sandwich or Burger without Pork, cold bottled drinks) must be sanitized and in a clean styro/paper box/bento box				
	IMPORTANT NOTES: *The date may change 2 weeks prior to or 4 weeks after the indicated date.				
	- No down payment - Send bill arrangement				
	<u>Inclusive of all costs and applicable taxes (i.e. bank charges, VAT, other charges, etc)</u>				



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	****Nothing follows****				
	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