BIDS AND AWARDS COMMITTEE
(BAC II)

REQUEST FOR QUOTATION

Project	:	CATERING SERVICES	**Date**	:	17 May 2019
PR No.	:	2019-05-0474	**Quotation No.**	:	2019-05-0103
Approved Budget for the Contract	:	Sixty-Six Thousand Three Hundred Ninety-Two and Eighty-Six Centavos (**Php 66,392.86**)	**Procurement Method**	:	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 **21 May at 8:00 A.M** at New Executive Bldg., JP Laurel St., San Miguel Manila, psu.pcoo@gmail.com

General Conditions:
1. Delivery period within 3 calendar days from receipt of the Purchase Order form.
2. 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.
3. Price validity shall be for a period of sixty (60) calendar days.
4. Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES.**
5. The supplier awarded with the contract shall submit the following updated documents prior to **payment**:
    - [x] Mayor's / Business Permit
    - [x] PhilGEPS Registration Number
    - [ ] Income/Tax Return
    - [x] Omnibus Sworn Statement
    - [ ] Professional License/Curriculum Vitae (Consulting Services)
    - [ ] PCAB License (Infra.)
    - [ ] NFCC (Infra.)

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

Item No.	Item Description	Qty	Unit	Unit Price	Total
1	Food Catering Services for PCOO Roadshow and FOI Campus Caravan (Tuguegarao Leg) on 22-23 May 2019 with the following requirements: May 22: Snacks Packed Snacks + Drinks	250 pax			
	May 23: Lunch Buffet - Assisted the Buffet - Use of equipment, warmers, utensils, (plate, spoon, fork, drinking glass) - manpower - food options: rice, fish dish, meat dish, vegetable, fruit, dessert, juice/soda, water	70 pax			
	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