



**BIDS AND AWARDS COMMITTEE  
(BAC II)**

**REQUEST FOR QUOTATION**

**Project** : CATERING SERVICES FOR FOI **Date** : 06 SEPTEMBER 2019  
 MULTI-ARTS FESTIVAL/IDUAI 2019  
**PR No.** : 2019-09-0936 **Quotation No.** : 2019-09-0239  
**Approved Budget for the Contract** : SEVENTY FIVE THOUSAND PESOS (P 75,000.00) **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 10 September 2019 at 12:00 N.N. at New Executive Bldg., JP Laurel St., San Miguel Manila or email to psu.pcoo@gmail.com.

**General Conditions:**

1. Delivery period within 7 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:**

- Mayor's / Business Permit
- PhilGEPS Registration Number
- Omnibus Sworn Statement
- BIR FORM 2303

**Company Name** : \_\_\_\_\_  
**Address** : \_\_\_\_\_  
**Email** : \_\_\_\_\_ **TIN** : \_\_\_\_\_  
**Representative** : \_\_\_\_\_ **Contact No.** : \_\_\_\_\_

Item No.	Item Description	Qty	Unit	Unit Price	Total
	<b>CATERING SERVICES/MEALS FOR THE FOI MULTI-ARTS FESTIVAL/IDUAI 2019 ON 28 SEPTEMBER 2019</b>				
	<b>DETAILS:</b> -Good for 120 pax -AM Snack and Lunch (Managed Buffet) -Free Flowing Coffee, Tea and Water -Use of Utensils (Spoon, Fork, Plates, Cups) -With Tables and Chairs -Waiter/Food Attendant -Inclusion of VAT and Other Applicable Charges to the Total				
	<b>NOTE: SEND BILL PAYMENT</b>				
	<b>TOTAL AMOUNT</b>				

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

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

\_\_\_\_\_  
Date