



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

REQUEST FOR QUOTATION

Project : Catering Services for PCOO Roadshow & FOI Campus Caravan in La Union **Date** : 19 Sept. 2019
PR No. : 2019-09-1023 **Quotation No.** : 2019-09-0254
Approved Budget for the Contract : P 81,800.00 **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 23 Sept 2019, 2:00 PM at New Executive Bldg., JP Laurel St., San Miguel Manila, psu.pcoo@gmail.com

General Conditions:

1. Delivery period within the dates included in 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
- Income/Tax Return
- Omnibus Sworn Statement in accordance with **Section 25.3 of the 2016 Revised Implementing Rules and Regulations of the RA 9184** (it is advised that the Omnibus Sworn Statement be submitted after confirmation of contract/purchase order with PCOO to not burden other non-winning suppliers with notarization fee of the said statement)

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

Item No.	Item Description	Qty	Unit	Unit Price	Total
	Catering Services for PCOO Roadshow and FOI Campus Caravan in La Union Specifications:				
1	AM Snack 270 pax Packed meals & drinks	270	Packs	_____	_____
2	Lunch 270 pax Packed meals & drinks	270	Packs	_____	_____
3	PM Snack 320 pax Packed meals & drinks	320	Packs	_____	_____
				Total:	_____

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

Printed Name / Signature

Date