



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

REQUEST FOR QUOTATION

Project : CATERING SERVICES FOR PCOO ROADSHOW FOI CAMPUS CARAVAN IN ILOCOS SUR
Date : 9 October 2019
PR No. : 2019-09-1107
Quotation No. : 2019-10-0287
Approved Budget for the Contract : EIGHTY EIGHT THOUSAND PESOS
Procurement Method : Small Value Procurement
(Php 88,000.00)

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 October 2019 at **9:00 A.M** at New Executive Bldg., JP Laurel St., San Miguel Manila, through psu.pcoo@gmail.com, or fax to 588-06-91.

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**:

- ☒ Mayor's / Business Permit
- ☒ PhilGEPS Registration Number
- ☐ Income/Tax Return
- ☐ 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	PCOO Roadshow: Ilocos Sur Leg 2019 Catering Requirements October 16, 2019 AM snacks Packed meals and drinks October 16, 2019 PM snacks Packed meals and drinks (Pasta and sandwich) Inclusions: -utensils -other expense (VAT, transportation, service charge, and other incurring charges) Billing requirement: Send bill arrangement	300	Pax		
		250	Pax		
	TOTAL AMOUNT			P _____	P _____

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

Printed Name / Signature

Date