



## REQUEST FOR QUOTATION

Date: \_\_\_\_\_  
Quotation #: \_\_\_\_\_

Name of Company \_\_\_\_\_

Address \_\_\_\_\_

TIN \_\_\_\_\_

Please quote your lowest price inclusive of taxes in the items/s listed, subject to the General Conditions below, stating the shortest time of delivery. Submit your quotation duly signed by your representative not later than **3 days upon receipt** in sealed envelope marked with the reference no. (PR# **23-09-125294**)

**JOHNNY M. CONCON**  
Chairman, Bids and Awards Committee

ITEM NO.	ITEM & DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
	Catering and Billeting services during the conduct of Workshop cum capacity enhancement for data collectors and LGU partners of the PRISM Project on October 11-13, 2023 in Surigao City.				
	<b>Day 1</b>				
	<b>Breakfast:</b> rice, dried dilis, chicken tocino, fresh fruits & coffee	pax	10		
	<b>AM Snacks:</b> suman w/ fresh mango & hot choco	pax	32		
	<b>Lunch:</b> rice, beef steak, chicken, mix vegetable, fruit salad & fruit juice	pax	32		
	<b>PM Snacks:</b> assorted kakanin & fruit juice	pax	32		
	<b>Dinner:</b> rice, Chicken barbeque, tuna tinola, special pancit guisado, tapioca & fruit juice	pax	32		
	<b>Billeting:</b>				
	<b>Day 2</b>				
	<b>Breakfast:</b> rice, ampalaya with egg, beef tapa, fresh fruits & coffee	pax	32		
	<b>AM Snacks:</b> Siopao & fresh juice	pax	32		
	<b>Lunch:</b> rice beef afritada, tuna tinola, sotanghon guisado, buko salad, & fruit juice	pax	32		
	<b>PM Snacks:</b> choco moist cake & fruit juice	pax	32		
	<b>Dinner:</b> rice, grilled tuna belly, beef kare-kare, chopsuey, mango float & fruit juice	pax	32		
	<b>Billeting:</b>				
	<b>Day 3</b>				
	<b>Breakfast:</b> rice, longaniza, tortang talong, fresh fruits & coffee	pax	32		
	<b>AM Snacks:</b> special mamon & fresh juice	pax	32		
	<b>Lunch:</b> rice, egg plant and okra salad with bagoong, pork sinigang, Beef Campto, fruits salad & fruit juice	pax	32		
	<b>PM Snacks:</b> Bam-i w/ Toasted Bread & fruit juice	pax	32		
	<b>Note: with free flowing coffee, with projector and LCD screen fully aircondition venue, can accommodate 32 pax billeting</b>				

ABC: **132,540.00**  
Source of fund: **FPMA Rice based on GAA 2023 Rice (ESETS)**

**General Conditions:**

- All entries must be typewritten/printed in ink.
- Delivery period within \_\_\_\_\_ calendar days based on the contract.
- Warranty shall be for a period of six (6) months for supplies & materials, one (1) year for equipment from date of acceptance by procuring entity.
- Price validity shall be for a period of \_\_\_\_\_ calendar days
- PhilGEPS Registration Certificate, Business Permit, DTI Certificate and Tax Registration Certificate shall be attached upon submission of the quotation, if applicable.
- Bidders shall submit original brochures showing specification of the products being offered.
- Winning bidder(s) from outside Butuan City must appear personally or sent authorized representative to signed contract and claimed payments.

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

Printed Name/Signature of Company \_\_\_\_\_

Tel. No. / CP No. / email address \_\_\_\_\_

Name and Signature of Convasser \_\_\_\_\_

Date \_\_\_\_\_