



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# 24-03-RES083)


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 Research Proposal Crafting on April 22-24, 2024 at Butuan City, ADN				
	Day 1, April 22, 2024				
	AM Snacks: special empanada & fruit juice	pax	48		
	Lunch: rice, beef steak chicken tinola, fruit & fruit juice	pax	48		
	PM Snacks: assorted kakanin & hot choco		48		
	Dinner: rice, buttered chicken, tuna tinola, fresh fruits & fruit juice	pax	16		
	Billeting	pax	16		
	Day 2, April 23, 2024				
	Breakfast: rice, dried dills, corn beff, & coffee	pax	16		
	AM Snacks: chicken siopao & fruit juice	pax	48		
	Lunch: rice, chicken afritada, sotanghon guisado, tapioca & fruit juice	pax	48		
	PM Snacks: choco moist cake & fruit juice	pax	48		
	Dinner: rice, chicken curry, chopsuey, fresh fruit & fruit juice	pax	16		
	Billeting	pax	16		
	Day 3, April 24, 2024				
	Breakfast: rice, longaniza roll, tortang talong, & coffee	pax	16		
	AM Snacks: special mamon & fresh juice	pax	48		
	Lunch: rice, egg plant and okra salad with bagoong, buttered chicken, fruits salad & fruit juice	pax	48		
	PM Snacks: Bam-i w/ Toasted Bread & fruit juice	pax	48		
	Note: with free flowing coffee, with projector and LCD screen fully aircondition venue, can accommodate 16 packs billeting				

ABC: 98,400.00
Source of fund: URDA 2024

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.

Name and Signature of Convasser

Printed Name/Signature of Company

Tel. No. / CP No. / email address

Date