





**Request for Quotation**

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

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

Address \_\_\_\_\_

TIN No. \_\_\_\_\_

Please quote your lowest price inclusive of taxes in the items/s listed below, subject to the General Conditions below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than 3 days upon receipt in the sealed envelope marked with the reference no. (PR# 24-07-FOD191)

**ABEL F. WANGAS**  
 Chairman, Bids and Awards Committee

ITEM No.	ITEM & DESCRIPTION	BRAND MODEL	UNIT	QUANTITY	UNIT COST	TOTAL COST
	<b>Catering &amp; Billeting Services</b>					
	<b>Date : October 7-10, 2024</b>					
	<b>Venue : Butuan City</b>					
	<b>Purpose: To host the National Organic Agriculture Board (NOAB)</b>					
	<b>4th Quarter Meeting in Caraga Region</b>					
	<b>Day 3</b>					
	<b>Breakfast : Rice, Tortang talong, Dried Fish</b>					
	<b>fruits and coffee</b>		pax	33		
	<b>AM Snack: Bibingka and Canned juice</b>		pax	40		
	<b>Lunch : Rice, Pork sinigang, Chicken Bufalo wings, Vegetable salad</b>					
	<b>fruits and Bottled Juice</b>		pax	40		
	<b>PM Snack : Siopao and Canned Juice</b>		pax	40		
	<b>Dinner: Rice, Law-oy, Lechon kawali, Calamaris,</b>					
	<b>Soup, Fruits and Bottled Juice</b>		pax	40		
	<b>Accommodation</b>		pax	33		
	<b>Day 4</b>					
	<b>Breakfast : Rice, Tortang talong, Dried Fish</b>					
	<b>fruits and coffee</b>		pax	33		
	<b>AM Snack: Bibingka and Canned juice</b>		pax	40		
	<b>Lunch : Rice, Pork sinigang, Chicken Bufalo wings, Four Season</b>					
	<b>fruits and Bottled Juice</b>		pax	40		
	<b>PM Snack : Siopao and Canned Juice</b>		pax	19		
	<b>Note:</b>					
	<b>*Unlimited Coffee and water</b>				<b>SUBTOTAL :</b>	<b>89,500.00</b>
	<b>*Same venue and accomodation</b>				<b>TOTAL ABC:</b>	<b>208,900.00</b>
	<b>*No outsourcing of Accomodation</b>					

- 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