



Republika ng Pilipinas
PAMAHALAANG LUNGSOD NG TACLOBAN
(City Government of Tacloban)
Kanhuraw Hill, Tacloban City 6500

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

1st Canvassing

Company Name/Supplier: _____

Address: _____

Contact No. _____

Procurement Title/Category: Catering Services

RFQ No.	2023-264
RFQ Date:	4/20/2023
Approved Budget for the Contract (ABC)	₱15,000.00
Mode of Procurement	Negotiated Procurement/ NP-SVP
PR No.	Lot 1: 2023-475 Lot 2: 2023-476 Lot 3: 2023-474
PR Date:	4/11/23
End-user:	City Population Office

Please quote your lowest price for the item(s) listed below, subject to terms and conditions stated hereunder and submit your sealed quotation duly signed by your representative to our office not later than **9 o' clock** in the morning, of **April 24, 2023**. Opening of quotation shall be held at **2 o'clock** in the afternoon of **April 25, 2023**.

Sgd. JONATHAN R. HIJADA
BAC Chairman

Terms & Conditions:

- All entries must either be typewritten or legibly handwritten;
- Delivery Period: within (30) thirty days upon receipt of Purchase Order (PO) or as may be required by the appropriate authority. Administrative penalties pursuant to Rule XXXIII, Section 69 of RA 9184 shall be imposed for non-delivery without valid reason;
- Cash on Delivery modes shall not be acknowledged and quotation with such modes shall be considered failed.**
- Warranty shall be for a minimum of three (3) months for supplies and materials, and one (1) year for equipment from date of acceptance of end-user;
- Quoted price shall be valid for a period of (6) months;
- Documents to be attached upon submission of this quotation:
 - Valid Mayor's Business Permit
 - PhilGEPS Registration Number/Organization ID Number
 - Brochure showing brand, model and specifications of the product being offered, if applicable.
 - All photocopied documents submitted shall be a certified copy from the original.
 - All documents must be enclosed in a properly labeled and sealed envelope, indicating the PR No.
- The BAC shall conduct the alternative procurement process in accordance with RA 9184 and its 2016 RIRR.

ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
Lot 1	City Population Office 2023-475/4-11-23				
1.	1 PackLunch: 1 Viand(Pork Adobo/Fried Chicken/Fish Fillet, Rice, Mixed Vegetable, Banana/Pineapple & Bottled Water, 350 ml.) for Harmonization Workshop on RPRH Program	60	Pax		
2.	Snacks (AM): Slice Cake/Cheesy Ham & Bottled Water, 350 ml. for Harmonization Workshop on RPRH Program	60	Pax		
3.	Snacks (PM): Egg Roll/Asado Bread & Bottled Water, 350ml. for Harmonization Workshop on RPRH Program	60	Pax		
	<i>xxxxx nothing follows xxxxx</i>	GRAND TOTAL:			

Brand & Model: _____ Warranty: _____

Delivery Period: _____ days upon receipt of the PO Price valid until: _____

After having carefully read and accepted your General Conditions (terms and conditions), I/We quote you on the item(s) at prices provided above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the terms and conditions specified by your procuring entity.

Printed Name/Signature/Date

Contact Number



Republika ng Pilipinas
PAMAHALAANG LUNGSOD NG TACLOBAN
(City Government of Tacloban)
Kanhuraw Hill, Tacloban City 6500

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

1st Canvassing

Company Name/Supplier: _____

Address: _____

Contact No. _____

Procurement Title/Category: Catering Services

RFQ No.	2023-264
RFQ Date:	4/20/2023
Approved Budget for the Contract (ABC)	₱15,000.00
Mode of Procurement	Negotiated Procurement/ NP-SVP
PR No.	Lot 1: 2023-475 Lot 2: 2023-476 Lot 3: 2023-474
PR Date:	4/11/23
End-user:	City Population Office

Please quote your lowest price for the item(s) listed below, subject to terms and conditions stated hereunder and submit your sealed quotation duly signed by your representative to our office not later than **9 o' clock** in the morning, of **April 24, 2023**. Opening of quotation shall be held at **2 o'clock** in the afternoon of **April 25, 2023**.

Sgd. JONATHAN R. HIJADA

BAC Chairman

Terms & Conditions:

- All entries must either be typewritten or legibly handwritten;
- Delivery Period: within (30) thirty days upon receipt of Purchase Order (PO) or as may be required by the appropriate authority. Administrative penalties pursuant to Rule XXXIII, Section 69 of RA 9184 shall be imposed for non-delivery without valid reason;
- Cash on Delivery modes shall not be acknowledged and quotation with such modes shall be considered failed.**
- Warranty shall be for a minimum of three (3) months for supplies and materials, and one (1) year for equipment from date of acceptance of end-user;
- Quoted price shall be valid for a period of (6) months;
- Documents to be attached upon submission of this quotation:
 - Valid Mayor's Business Permit
 - PhilGEPS Registration Number/Organization ID Number
 - Brochure showing brand, model and specifications of the product being offered, if applicable.
 - All photocopied documents submitted shall be a certified copy from the original.
 - All documents must be enclosed in a properly labeled and sealed envelope, indicating the PR No.
- The BAC shall conduct the alternative procurement process in accordance with RA 9184 and its 2016 RIRR.

ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
Lot 2	City Population Office 2023-476/4-11-23				
1.	1 PackLunch: 1 Viand(Pork Adobo/Fried Chicken,Rice, Mixed Vegetable, Banana & Bottled Water, 350 ml.) for City Population and Development Program (CPDP) Assessment and Planning for CY2024	60	Pax		
2.	Snacks (AM): Slice Cake & Bottled Water, 350 ml. for City Population and Development Program (CPDP) Assessment and Planning for CY2024	60	Pax		
3.	Snacks (PM): Egg Roll & Bottled Water, 350 ml. for City Population and Development Program (CPDP) Assessment and Planning for CY2024	60	Pax		
	<i>xxxxx nothing follows xxxxx</i>	GRAND TOTAL:			

Brand & Model: _____

Warranty: _____

Delivery Period: _____ days upon receipt of the PO Price valid until: _____

After having carefully read and accepted your General Conditions (terms and conditions), I/We quote you on the item(s) at prices provided above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the terms and conditions specified by your procuring entity.

Printed Name/Signature/Date

Contact Number



Republika ng Pilipinas
PAMAHALAANG LUNGSOD NG TACLOBAN
(City Government of Tacloban)
Kanhuraw Hill, Tacloban City 6500

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

1st Canvassing

Company Name/Supplier: _____

Address: _____

Contact No. _____

Procurement Title/Category: Catering Services

RFQ No.	2023-264
RFQ Date:	4/20/2023
Approved Budget for the Contract (ABC)	₱27,500.00
Mode of Procurement	Negotiated Procurement/ NP-SVP
PR No.	Lot 1: 2023-475 Lot 2: 2023-476 Lot 3: 2023-474
PR Date:	4/11/23
End-user:	City Population Office

Please quote your lowest price for the item(s) listed below, subject to terms and conditions stated hereunder and submit your sealed quotation duly signed by your representative to our office not later than **9 o'clock** in the morning, of **April 24, 2023**. Opening of quotation shall be held at **2 o'clock** in the afternoon of **April 25, 2023**.

Sgd. JONATHAN R. HIJADA

BAC Chairman

Terms & Conditions:

- All entries must either be typewritten or legibly handwritten;
- Delivery Period: within (30) thirty days upon receipt of Purchase Order (PO) or as may be required by the appropriate authority. Administrative penalties pursuant to Rule XXXIII, Section 69 of RA 9184 shall be imposed for non-delivery without valid reason;
- Cash on Delivery modes shall not be acknowledged and quotation with such modes shall be considered failed.**
- Warranty shall be for a minimum of three (3) months for supplies and materials, and one (1) year for equipment from date of acceptance of end-user;
- Quoted price shall be valid for a period of (6) months;
- Documents to be attached upon submission of this quotation:
 - Valid Mayor's Business Permit
 - PhilGEPS Registration Number/Organization ID Number
 - Brochure showing brand, model and specifications of the product being offered, if applicable.
 - All photocopied documents submitted shall be a certified copy from the original.
 - All documents must be enclosed in a properly labeled and sealed envelope, indicating the PR No.
- The BAC shall conduct the alternative procurement process in accordance with RA 9184 and its 2016 RIRR.

ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
Lot 3	City Population Office 2023-474/4-11-23				
1.	Heavy Snacks (Yummy Burger & Bottled Water, 350 ml.) for GAD Council & TWG, Department/Office GAD Focal Persons Meeting	100	Pax		
2.	Snacks (Cheese/Ube/Ube Macapuno Bread & Bottled Water, 350 ml.) for Barangay GAD Focal Persons Meeting	150	Pax		
3.	1 PackLunch: 1 Viand(Pork Adobo/Fried Chicken/Fish Fillet, Rice, Mixed Vegetable, Banana & Bottled Water, 350 ml.) for Training Workshop on Demographic Dividends	50	Pax		
4.	Snacks (AM): Slice Cake Cheesy Ham & Bottled Water, 350 ml. for Training Workshop on Demographic Dividends	50	Pax		

5.	Snacks (PM): Egg Roll/Asado Bread & Bottled Water, 350 ml. for Training Workshop on Demographic Dividends	50	Pax		
	<i>xxxxx nothing follows xxxxx</i>	GRAND TOTAL:			

Brand & Model: _____ Warranty: _____

Delivery Period: _____ days upon receipt of the PO Price valid until: _____

After having carefully read and accepted your General Conditions (terms and conditions), I/We quote you on the item(s) at prices provided above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the terms and conditions specified by your procuring entity.

 Printed Name/Signature/Date

 Contact Number