BIODIVERSITY MANAGEMENT BUREAU
Quezon Avenue, Diliman, Quezon City
Telefax No. 924-6031 local 220

Date: **February 20, 2023**
Quotation No: **0075-02-23**

REQUEST FOR PROPOSAL

_____
Company Name

_____
Address

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____.

ANSON M. TAGTAG
Chairperson, Bids and Awards Committee

NOTES:
1. ALL ENTRIES MUST BE TYPEWRITTEN OR PRINTED LEGIBLY.
2. DELIVERY PERIOD IS WITHIN **1** CALENDAR DAYS.
3. WARRANTY SHALL BE FOR A PERIOD OF **SIX (6) MONTHS** FOR SUPPLIES & MATERIALS/**ONE (1) YEAR** FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
4. PRICE VALIDITY SHALL BE VALID FOR A PERIOD OF **30** CALENDAR DAYS.
5. PHILGEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION.
6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED.

Title of Procurement:
Catering Services with Set-up on March 3, 2023

Purpose:
For the conduct of 2023 World Wildlife Day Celebration

Approved Budget for the Contract (ABC):
P83,600.00

ITEM NO.	ITEMS/DESCRIPTIONS	QTY./ UNIT	UNIT PRICE	TOTAL PRICE
1	**For Catering Services with Set-up**			
	Venue: Ninoy Aquino Parks and Wildlife Center, North Avenue, Quezon City			
	Meals			
	AM Snacks - (Bibingka, Puto Bumbong and Hot Chocolate)	200 pax	P _____	P _____
	Lunch - (Steamed Rice, Pork Calderata, Grilled Fish, Pansit Bihon, Nilaga Soup and Ice Tea)	200 pax	P _____	P _____
	PM Snacks - (Turon, Camote Fries and Buko Juice)	200 pax	P _____	P _____
	Plus : 10% Service Charge			
	Additional Requests from Procuring Entity: [ ] Please provide sample upon request of end-user [ ] Please see full specifications/attached sample design for reference. **[X] Other conditions to this request, please state:** **For inquiries, pls contact the end-user at 8924-6031 loc. 213** **Kindly address all proposals to the Chairperson, Bids and Awards Committee** **Bidders must submit the following requirements. Non-submission of these requirements may be grounds for disqualification from the bidding process.** 1. DTI/SEC Registration Certificate 2. Mayor's Permit 3. PHILGEPS Certificate of Registration 4. Income/Business Tax Return			

Important Note:

Price Validity : _____

After having carefully read and accepted your Request for Quotation, I/We quote you on the item at prices noted above.

_____	_____	_____	_____
Printed Name/Signature	Tel. No./Cellphone No.	Email Address	Date