

BIODIVERSITY MANAGEMENT BUREAU

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

Date: **22-Jun-23**
Quotation No: **0297-06-23**
P.R. No. **0623.091**

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. TAGA
Chairperson, Bids and Awards Committee

- NOTES: 1. ALL ENTRIES MUST BE TYPEWRITTEN OR PRINTED LEGIBLY.
2. DELIVERY PERIOD IS WITHIN 3 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 (Packed Meals)

Purpose:
For the conduct of Training of Community Volunteers on Peatland Fire Prevention, Management and Control of ESBenePeat Project on July 11-13, 2023 at San Francisco, Agusan Del Sur

Approved Budget for the Contract (ABC):
P68,250.00

| ITEM NO. | ITEMS/DESCRIPTIONS | QTY./ UNIT | UNIT PRICE | TOTAL PRICE |
|----------|--|------------|------------|-------------|
| 1 | <p>For Catering Services (Packed Meals) Venue: San Francisco, Agusan Del Sur</p> <p>July 11, 2023 (Day 1) AM Snacks - (Banana Cake, Coffee and Iced Tea) Lunch - (Steamed Rice, Chicken Fillet, Pork Steak, Sauteed Vegetables, Water Melon, Coked or Juice) PM Snacks - (Buko Pie, Coffee/Tea)</p> <p>July 12, 2023 (Day 2) AM Snacks - (Bihon with Bread, Coffee and Iced Tea) Lunch - (Steamed Rice, Fried Chicken, Fish Fillet, Chopsuey, Banana, Coke/Juice) PM Snacks - (Puto Maya with Mango, Coffee/four Season)</p> <p>July 13, 2023 (Day 3) AM Snacks - (Bananaque, Coffee and Iced Tea) Lunch - (Steamed Rice, Beef Steak, Chicken Teriyaki, Pinakbet, Leche Plan, Coke/Juice) PM Snacks - (Egg Pie, Coffee/four Season)</p> <p>Additional Requests from Procuring Entity: <input type="checkbox"/> Please provide sample upon request of end-user <input type="checkbox"/> Please see full specifications/attached sample design for reference. <input checked="" type="checkbox"/> 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</p> <p>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</p> | 35 pax | P _____ | P _____ |
| | | 35 pax | P _____ | P _____ |
| | | 35 pax | P _____ | P _____ |

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 _____