

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

Date: **23 May 23**  
Quotation No: **0243-05-23**  
PR No. **0523.129**

**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 \_\_\_\_\_.

  
**MERIDEN E. MARANAN**  
Vice-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 Service with Set-up good for 80 pax on Seleted date June 3,10, 17, 2023

**Purpose:**

For the conduct of the Month of the Ocean Culminating Activity 2023 Painting Activity

**Approved Budget for the Contract (ABC):**

P120,000.00

ITEM NO.	ITEMS/DESCRIPTIONS	QTY./ UNIT	UNIT PRICE	TOTAL PRICE
1	<p><b>Catering Service with Set-up</b> Venue: Ninoy Aquino Parks and Wildlife Center Q.C (NAPWC) June 3, 2023 Lunch (Lechon Kawali, Grilled Chicken, Sauteed Vegetables, Rice, Coffee Jelly and Bottled Water PM Snacks (Spaghetti with meat sauce, Puto and Soda) June 10, 2023 Lunch (Chicken Cordon Blue, Pork in BBQ Sauce, Rice, Fruit Jello and Bottled Water) PM Snacks (Baked Macaroni, Finger Toast and Soda) June 17, 2023 Lunch (Lechon Kawali, Kare Kare Gulay with Bagoong Alamang, Inihaw na Boneless Bangus, Rice, Fresh Fruits, Manggang Hilaw with Bagoong and Bottled Water) PM Snacks ( Pasta Carbonara, Banana Nuggets and Soda)</p> <p>Additional Requests from Procuring Entity: [ ] Please provide sample upon request of end-user [ ] Please see full specifications/attached sample design for reference. <b>[X] Other conditions to this request, please state:</b> <b>For more info, please contact the end-user at 8924-6031 loc. 207/228/249</b> <b>Kindly address all proposals to the Chairperson, Bids and Awards Committee</b></p> <p>Bidders must submit the following requirements. Non-submission of these requirements may be grounds for disqualification from the bidding process.</p> <ol style="list-style-type: none"> <li>DTI/SEC Registration Certificate</li> <li>Mayor's Permit</li> <li>PHILGEPS Certificate of Registration</li> <li>BIR Certification Registration (2303)</li> <li>Omninus Sworn Statement</li> </ol> <p><b>Important Note:</b> - For goods, conforme of the winning bidder must be done within seven (7) calendar days upon serving of the PO. - For services, conforme of the winning bidder must be done within fourteen (14) calendar days upon serving of the JO.</p>	80 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