



Republic of the Philippines
COMMISSION ON AUDIT
 Regional Office No. VII

REQUEST FOR QUOTATION

Date: March 4, 2019
 RFQ No.: 19-03-013

Name of Company: _____
 Address: _____
 Business Permit No.: _____ TIN No.: _____

Please quote your lowest offer for the item/s described below, subject to the General Conditions stated below, and submit your quotation duly signed by you or your representative not later than **March 18, 2019** in the return envelope attached herewith, and sealed.

General Conditions:

1. PRICES SHOULD BE INCLUSIVE OF VAT
2. PRICE VALIDITY SHALL BE FOR A PERIOD OF 60 CALENDAR DAYS
3. PLEASE ATTACH TOGETHER WITH YOUR QUOTATION A COPY OF YOUR PHILGEPS REGISTRATION NUMBER AND MAYOR'S PERMIT. OMNIBUS SWORN STATEMENT WILL BE SUBMITTED PRIOR TO AWARD.
4. MANAGEMENT RESERVES THE RIGHT TO REJECT OUTRIGHT ANY CONTINGENT BIDS.

MariSSA A. Gutierrez
MARISSA A. GUTIERREZ
 SA III - Supply and Property Officer

After having carefully read and accepted the General Conditions, I/we submit our quotation/s for the item/s as follows:

UNIT	ITEM & DISCRIPTION	QTY.	Approved Budget for the Contract (TOTAL)	OFFER					
				PRICE			Compliance with technical specifications (Pls. check)		Remarks/ Brand
				QTY	Unit Price	Total Price	Yes	No	
meal	Catering Services for the conduct of trainings on Barangay Financial Management on March 26-29 and April 23-26, 2019 for AGENCY PERSONNEL at the 2nd and/or 3rd Floor Multi-Purpose Hall, COA Regional Office No. VII, Cebu City Requirements: 1. LUNCH Four (4) main courses At least 150grams of meat/fish per slice/serving Choice of Juice/Sodas/Iced tea 8 oz. Soup Dessert (150 grams/serving) Unlimited Rice 2. Two (2) Snacks AM/PM heavy snacks A choice of juice/tea/coffee 3. Buffet style, Skirted Buffet Table (1 for every 50 pax) Covered Tables and chairs Uniformed waiters (at least three for a minimum of 50 pax) Foods served in food warmers/chafing dishes 4. Water dispensers with purified drinking water 5. Snacks ready at 9:45am and 2:45pm 6. Lunch ready for serving at 11:45am 7. Flowing Coffee (available from 8:00 a.m - 5:00 p.m)	2,436	852,600.00						
			852,600.00						

Warranty : _____ Delivery Period : _____ Price Validity : _____

 Printed Name/Signature

Canvassed by: _____

 Tel. No. / Cellphone No.
 e-mail address