

Request for Quotation

Date : 7/12/2022
 Quotation No 2022-07-08

 Company Name

 Address

Please quote your lowest price on the item/s listed below, subject to the General Condition on the last page, stating the shortest time of in the return envelope attached herein.


CECILIA L. CHAVO-SAYCON
 Chief, Finance & Admin Division
 Procuring Officer

- NOTE:**
- 1 ALL ENTRIES MUST BE TYPEWRITTEN
 - 2 DELIVERY PERIOD WITHIN _____
 - 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 _____ CALENDAR DAYS
 - 4 PRICE VALIDITY SHALL BE FOR A PERIOD OF _____
 - 5 G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACH UPON SUBMISSION OF THE QUOTATION
 - 6 BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED

ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY.	UNIT COST	TOTAL COST
	1 - job - Catering services (Food and Venue) for participants during the Lecture-Workshop on Mental Health and Self-Awareness Towards Excellence in Public Service on July 26-27, 2022 in Iloilo City. (2 days, good for 80 pax) Note: With provision of 3 microphones, Overhead Projector, and Venue that would accommodate 80 pax. * Please attach suggested menu. Thank you	pax	80		
TOTAL :					
APPROVED BUDGET FOR THE CONTRACT (ABC)					
(Php130,000)					

Brand and Model : _____
 Delivery Period : _____
 Warranty : _____
 Price Validity : _____

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

 Printed Name / Signature

 Tel. No. / Cellphone No.

 e-mail address