



MODE OF PROCUREMENT:		RFQ No. :	2023- 49 -272
Name of Procuring Entity:		Date:	11-14-23
Office/End User:	DILG R1		
Company Name (TO BE FILLED OUT BY SUPPLIER):			
Address (TO BE FILLED OUT BY SUPPLIER)			
*PhilGEPS Registration No. (TO BE FILLED OUT BY SUPPLIER)			

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed:

TERMS AND CONDITIONS:

- Bidders shall provide correct and accurate information required in this form.
- Bidders may quote for any or all items.
- Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
- Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).
- The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without prejudice to other courses of action and remedies open to it.

APPROVED BUDGET FOR THE CONTRACT (ABC):
PHP 60,000.00

[Signature]
PEDRO D. GONZALES
 BAC Chairperson

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	APPROVED BUDGET FOR THE CONTRACT (ABC)		STATEMENT OF COMPLIANCE	PRICE OFFER FROM SUPPLIER/ SERVICE PROVIDER	
				ABC PER ITEM	TOTAL ABC		OFFER PER ITEM	TOTAL OFFER
	<i>Break Fast,</i> Meals and Snacks (AM & PM Snack, Lunch) on November 22, 2023	50	pax	1,200.00				
	Package Inclusions:							
	>Usage of Function Hall							
	>Overflowing coffee and iced tea or juice							
	>Assistance of professional waitstaff							
	>Use of LCD Projector and white screen							
	>Use of basic sound system							
	>Complimentary parking area							
	<i>NOV. 21, 2023 2pm</i> Bidders shall submit their quotation together with all the required documents on or before _____ to the BAC Secretariat. The BAC shall accept the quotations received after the deadline. *Please submit your Quotation for the WHOLE LOT. REQUIRED DOCUMENTS: Submission of Bid/Offer: 1. Valid Business/Mayor's Permit 2. Latest Income/Business Tax Return/Tax Clearance 3. Menu (for procurement with meals and snacks) 4. PhilGEPS Registration Number Prior to Issuance of Notice of Award (NOA) 5. Omnibus Sworn Statement 6. Special Power of Attorney (if Authorized Representative)/ Secretary's Certificate *Non-submission of the above-stated requirements shall automatically disqualify the bid/offer Purpose/Title of the Activity: Regional NGA-LGU Forum (Phase III)							
							GRAND TOTAL PER LOT:	

Warranty		Price Validity	
After having carefully read and accepted your General Conditions, I/WE quote on the item(s) at prices noted above.			
Printed Name/Signature/Date			
Tel. No./Cellphone No.			