



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Regional Office 02
Regional Government Center, Carig Sur, Tuguegarao City, Cagayan
Tel. No.: 078.304.5378/304.1978/304-7378, Fax No. : 078.304.9345

REQUEST FOR QUOTATION

October 3, 2019

PROCUREMENT NAME: Provision of Catering and Lodging Services for the Project Readiness: Interfacing with LGUs with Proposed Local Access Road (LAR) and Disaster Risk Reduction (DRR) Projects for FY 2020 on October 25, 2019 in Tuguegarao City

APPROVED BUDGET : ₱ 399,550.00

Supplier/Contractor : _____
Address : _____

INSTRUCTIONS

1. Please quote your best offer for the items listed in the attached Canvass.
2. Submit sealed quotation duly signed by you or your authorized representative at DILG Regional Office No. 02, Regional Government Center, Carig Sur, Tuguegarao City, Cagayan thru the BAC Secretariat **not later than 10 October 2019 at 10:00 AM** together with the following documentary requirements:
 - a. Mayor's Permit;
 - b. PhilGEPS Registration Number
 - c. Income/Business Tax Return
 - d. Omnibus Sworn of Statement

For any clarification, you may contact Ms. Arianne Bennevic B. Batugal, Chairperson of the BAC Secretariat at (078) 304-7378/1978.

(sgd.)

CATHERINE G. ALLAM-MIRANDA
Alternate BAC Vice Chairperson



October 3, 2019

CANVASS FORM
 (Catering)

Bidder: _____
 LBP Account No.: _____

Sir/Madam:

Please quote your lowest price for the catering services of meals and snacks in accordance with the menu/viands to be served.

Quotations for catering services shall include Menu to be served; for Lodging services, include information on maximum capacity to be accommodated per room and size of room.

Note:

All bids shall be submitted in sealed envelopes duly signed/initialed by the bidder/supplier not later than **October 10, 2019**.

Please specify if VAT or Non-VAT

Please indicate Tax Identification Number (TIN) in the Canvass Form

Qty	Unit	DESCRIPTION	Unit Price	Amount
Provision of Catering and Lodging Services for the conduct of Project Readiness: Interfacing with LGUs with Proposed Water Projects for FY 2020 on September 5, 2019				

Qty	Unit	DESCRIPTION	Unit Price	Amount
		October 25, 2019		
383	pax	Lunch	_____	_____
383	pax	Pm Snacks	_____	_____
		Lodging:		
4	pax	Batanes Check in: Oct 24, 2019	_____	_____
		Check out: October 26, 2019	_____	_____
49	pax	Other Provinces Check in: October 24, 2019	_____	_____
		Check Out: October 25, 2019	_____	_____
		X-X-X-X-X-X-X		
		ABC Php 339,550.00		
		Venue Tuguegarao City		
		MENU:		
		LUNCH: Tinolang Manok		
		Pork Spare Ribs BBQ		
		Egg Fooyung		
		PM SNACKS:		
		Buko Pandan Salad		
		DINNER: Grilled Stuffed Squid		
		Hototay Soup		
		Beef Kaldereta		

Please prepare your quotation in triplicate, place in a sealed envelope and send it either by mail or your messenger addressed to the DILG Region 02, Tuguegarao City, which submitted quotations will be opened in the presence of all interested parties on _____ at _____ AM/PM at the aforementioned office

Very Truly Yours

Signature of Bidder

(sgd.)

CATHERINE G. ALLAM-MIRANDA
 Alternate BAC Vice Chairperson

Signature of Canvasser

Date : _____