

# REQUEST FOR QUOTATION

## For Provision of Meals and Hotel Accommodation for the Seminar on Working Towards Personal Effectiveness of the Office of the Provincial Governor

\_\_\_\_\_  
Name of Company

Date: November 20, 2019

RFQ No.: NLONTOC-RFQ-466-2019

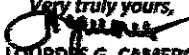
\_\_\_\_\_  
Complete Company Address

PR No.: 2019-11-2437/11-4-19

PHILGEPS Ref. No.: 6679245

**To whom it may concern:**

Please quote your lowest price/s on the lot or item/s below, subject to General Conditions indicated herein, stating the shortest time of delivery and submit your quotation duly signed by your official representative not later than **November 27, 2019 at 5:00 PM** to the BAC Office, 2/F Provincial Capitol Bldg., **Brav. San Agustin, Trece Martires City.**

Very truly yours,  
  
**LOURDES G. CAMERO**  
BAC-A Vice-Chairman

**CANVASSERS'S CERTIFICATION**

This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation in accordance to the guidelines in securing prices for **Office of the Provincial Governor** of the Provincial Government of Cavite.

\_\_\_\_\_  
(Printed Name & Signature)  
AUTHORIZED CANVASSER

PLEASE QUOTE: PER ITEM

BIDDER'S PROPOSAL BOX

| No | ITEM DESCRIPTION<br>(Item Name & Technical Specifications) | QTY. | UNIT | APPROVED BUDGET OF CONTRACT (ABC) | FINANCIAL PROPOSAL<br>(Indicate the Price Offer) |             | TECHNICAL PROPOSAL | DELIVERY (days/weeks) |
|----|--|------|------|-----------------------------------|--|-------------|--------------------|-----------------------|
|    |  |      |      |                                   | Unit Price                                       | Total Price |                    |                       |
|    | <b>Hotel Accommodation</b>                                 | 160  | pax  | 600,000.00                        |  |             |                    |                       |
|    | *Quadsharing   |      |      |                                   |  |             |                    |                       |
|    | <b>Meals</b>   |      |      |                                   |  |             |                    |                       |
|    | *Morning Snacks, Lunch Buffet, Afternoon Snack and Dinner  |      |      |                                   |  |             |                    |                       |
|    | *Breakfast, Morning Snack and Lunch Buffet                 |      |      |                                   |  |             |                    |                       |
|    | ***Nothing Follows***                                      |      |      |                                   |  |             |                    |                       |
|    | <b>Total</b>   |      |      | <b>600,000.00</b>                 |  |             |                    |                       |

**GENERAL CONDITIONS**

1. All entries must be legibly handwritten or typewritten;
2. Bidders must submit necessary business permits (SEC, LGU, DTI, CDA, BIR Certificate, etc.) and PhilGEPS Online Registration/Certification;
3. Place this RFQ in a sealed envelope and type the following details on the face of the envelope:  
Company Name  
RFQ No.  
PR No.  
PHILGEPS Reference No.
4. Delivery period must be at least within \_\_\_\_\_ calendar days from date of the Notice to Proceed (Indicate the days of delivery in the Bidder's Proposal box)
5. Item/s delivered must have warranties for unit replacements, parts, labor or other services;
6. Price validity shall be for a period of three(3) months;
7. Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC);
8. If Bid is accepted, the supplier undertakes to provide a performance security in the form, amounts, and within the times specified in the Revised IRR of R.A. 9184;
9. It is understood that the Provincial Government of Cavite is not bound to accept the Lowest Calculated Bid or any Bid it may receive;
10. Transaction with the Provincial Government of Cavite shall mean compliance by the winning bidder with the bid and delivery requirements before the issuance of check payment;
11. Failure to comply with these conditions shall mean disqualification of your bid proposal.

**SUPPLIER/CONTRACTOR/CONSULTANT'S CERTIFICATION**

Date: November 27, 2019

After having carefully read and accepted your General Conditions, I/we quote you on the item/s at price/s noted above for immediate delivery and shipment, which can be made in \_\_\_\_\_ days from receipt of the Notice To Proceed.

\_\_\_\_\_  
Printed Name & Signature  
of Authorized Representative

\_\_\_\_\_  
Company Tel./Fax/Mobile No.

\_\_\_\_\_  
Company Tax Identification No. (TIN)

\*Attach Certificate of Registration (BIR)

