Republic of the Philippines
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Cordillera Administrative Region
#40 North Drive, Baguio City

REQUEST FOR QUOTATION

Quotation #: _____
Date: August 11, 2015
PR/PP#: **2015-07-464**
Name of Project: **Regional General Assembly on August 28, 2015**

COMPANY / ESTABLISHMENT (this will be the name our CHEQUE IS payable to)
TIN No. (indicate if Vat or Non-Vat) : _____

Address

ABC: **420,200.00**
Mode of Procurement: **Small Value Procurement**

To all Eligible Bidders/ Providers:

Please quote your lowest price inclusive of taxes on the item/s and submit it to the Office of the BAC Secretariat, 40 North Drive, Baguio City on or before _____ For further inquiries please contact Tel. No. 444-8129.

AMELYN P. CABRERA
BAC Vice Chairperson

ITEM NO.	DETAILED DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	Catering service re: Regional General Assembly on August 28, 2015				
	AM Snacks	764	servings		
	Lunch Snacks	764	servings		
	PM Snacks	764	servings		
	Dinner	764	servings		
	*Note: Free flowing brewed cofee/hot choco/iced tea				
				Total Price	

The place of delivery of the items/supplies/materials/equipment is at DSWD-CAR located at #40, North Dive, Baguio City.

- Award shall be made on per: ☐ Item basis ☐ Lot Basis ☐ Total Quoted Price

TERMS AND CONDITIONS

- Quotations in excess of the ABC will be REJECTED.
- All entries must be typewritten/printed/longhand. Any erasures in the quotation must be initialled by the bidder / representative, else it will be rejected.
- If necessary, the BAC through the TWG, may require an ocular inspection of the venue/ place of business.
- Delivery of Goods/Materials/equipment is 10 calendar days upon receipt of Purchase Order/Job Order.
- Price validity shall be for a period of 30 calendar days.
- Award of Contract shall be made to the lowest quotation that complies to the **minimum specifications** and the **terms and conditions** stated herein
- The procuring entity shall require The Lowest Calculated Responsive Bidder (LCRB) to submit the **eligibility documents required under R.A 9184** before issuance of award/PO/JO/LO.
  - Updated DTI Permit/ SEC/ CDA
  - Updated Mayor's Permit
  - Tax Clearance per Executive Order 398 Series of 2005 as finally reviewed & approved by the BIR
  - PhilGEPS Registration for amount above P50,000
  - Sanitary permit
- If the LCRB fails to deliver the required goods/services it shall be disqualified from participating on future procurement activities to be conducted by DSWD-CAR.
- Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The PE shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Note: **NO GIFT ALLOWED** Pursuant to provisions of Republic Act no. 6713, otherwise known as the Code of Conduct and Ethical Standards for Public Officials and Employees.

After having carefully read and accepted your terms and conditions, I / We submit our bid on the items quoted above.

_____
Canvasser
Printed Name/Signature

_____
Printed Name/ Signature

_____
Tel. No. / Cellphone No.