



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
 Regional Office No. V, Rizal Street Legazpi City

REQUEST FOR QUOTATIONS

MODE OF PROCUREMENT:	Small Value Procurement (Section 53.9)	RFQ No. :	GDS-2021-03-047
Name of Procuring Entity:	DILG	Date:	March 12, 2021
Office/End User:	ORD		
Company Name			
Address			
PhilGEPS Registration No.			

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:

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| <ol style="list-style-type: none"> Bidders shall provide correct and accurate information required in this form. Bidders shall quote for all individual items. Price quotation(s) must be valid for a period of 60 calendar days from the date of submission. 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 responsive Bidder (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein. | <ol style="list-style-type: none"> 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 amount of the contract, without prejudice to other courses of action and remedies open to it. Request for quotation must be signed and sealed. |
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APPROVED BUDGET FOR THE CONTRACT (ABC):

PHP 60,500.00

ALFREDO L. SALLAN
 BAC Chairman

ITEM DESCRIPTION	QTY	UNIT	Approved Budget for the Contract	Unit Price	Total Price	Compliance with Technical Specifications (please check)		Remarks
						Yes	No	

Provision of Meals for the conduct of 1st Quarter RTF ELCAC 5 Full Council Meeting on March 25, 2021

1	March 25, 2021 AM Snacks 9:30 AM 2 pcs Ibos with Fresh Mango and Hot Choco Lunch 11:30 AM Plain Rice, Cordon Blue, Lechon Kawali, Grilled Fish, Minced Beef Soup, Ensaladang Talong and Fresh Fruits PM Snacks (3:00 PM) Clubhouse Sandwich with Chips and Buko Juice Inclusions: Tables and Chairs set up, Waiter services (in uniform), Free Flowing Brewed Coffee with creamer, Sugar and Mineral water in dispenser (Bottled Water for Speakers and Guests), Peanuts, Mixed nuts, crackers and No single -use Plastic or Styro containers and Utensils To be served at Albay Astrodome, Legazpi City	110	Pax					
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Purchase Request No. 2021-03-047

Approved and Funded PPMP

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.

Supply & Delivery Conditions:

- Deliver of item is required: **As Stated**
- Details related to implementation shall be communicated with DARLYN D. AYENDE; End-User.

NOTE:

*In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal and the following eligibility requirements:

1. Valid Business Permit, Mayors Permit, Certificate of Business Name Registration, (DTI, SEC), Tax Clearance (50K Above) and BIR Form 1701 Annual Income Tax Return (500K Above) [] []

2. PhilGEPS Registration (Certificate Page 1, 2 and 3 for Platinum) [] []

3. Original Notarized Omnibus Sworn Statement must be included in the submission of RFQ (50K Above)

*Please submit your quotation/s **on/or before** _____ **at 09:00 am.**