



REQUEST FOR QUOTATION

Procuring	DepED, Division of Ozamiz City	RFQ No.:	JAN24-16
Office/End-	OSDS - Budget and Finance	PR No.	2024-01-16
Purpose:	For meals and snacks of monthly liquidation day on February	Date:	January 12, 2024

TERMS and CONDITIONS:

- All entries must be typewritten or legibly written.
- Delivery period is on Feb. 5, 2024, Mar 4, 2024, Apr 4, 2024, May 3, 2024, June 3, 2024, July 3, 2024, Aug 5, 2024, Sept. 4, 2024, Oct 4, 2024, Nov 4, 2024 and Dec 4, 2024**
- Avoid quoting if stocks are not available within the period stipulated.
- Warranty shall be for a minimum of three (3) months for supplies and materials from date of acceptance by the end-user.
- Price validity shall be for a period of sixty (60) calendar days.
- Bidders shall submit original brochures showing certifications of the product, if applicable.
- Failure to print name and/or signature of authorized representative shall disqualify the supplier from participating the bidding process.
- Failure to deliver within the stipulated delivery period shall subject the supplier to a penalty or liquidated damages of 1/10 1% per day of delay on

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated above and submit your quotation duly signed by your representative not later than 4 days after the receipt of this document.

Very truly yours,

DIONESIO L. LIWAGON, JR., CESE

ASDS/BAC Chair

Company Name:							
Address:							
Telephone No./ Fax No.							
Item No.	QTY	Unit	Items and Description	ABC	Bidder's Brand	Unit Price	Total Price
1	11	months	Catering Services: Lunch (3 viands, rice, desserts/sweets and drinks), AM and PM Snacks with drinks and overflowing coffee for monthly liquidation day on February 2024 to December 2024	18,150.00			
			Monthly Allocation				
			AM Snacks Php 75.00 x 55 pax = Php 4,125.00				
			Lunch Php 180.00 x 55 pax = Php 9,900.00				
			PM Snacks Php 75.00 x 55 pax = Php 4,125.00				
			TOTAL	Php 18,150.00			
			*** Nothing Follows ***				
TOTAL				199,650.00			

After having carefully read and accepted your General Conditions, I / We quote you on the item(s) at prices noted above.

Note:

- Amount Below Php 50,000.00
 - * please attach MAYOR'S BUSINESS PERMIT (photocopy only) Signature Over Printed Name / Date
- Amount Above Php 50,000.00
 - * please attach MAYOR'S BUSINESS PERMIT (photocopy only)
 - * Omnibus Sworn Statement (photocopy only)
 - * Latest Income Business Return (photocopy only)