REQUEST FOR QUOTATION

Standard Form No.:SF-GOOD-60
Revised on: May 24, 2004
Standard Form Title: Request for Quotation

Supplier:
Address:
Telephone No.:
e-Mail:
Date received by the Supplier:

Requesting Unit:
PR No.: 2019-08-154
Quotation No.: 2019-07-157
Date: October 2, 2019
ABC: 85,000.00

Please quote your lowest price on the item/s listed, subject to the General Conditions below, stating the shortest time of delivery and **submit your quotation in a sealed envelope** duly signed by your representative not later than _October 14, 2019 @ 9am_

JULIET C. SANNAD
Chief-Curriculum Implementation Division
Chairman. Bids and Awards Committee

REQUIREMENTS:
1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement

POSTED IN PHILGEPS

Note:
✓ Submit RFQ together with the requirements.
✓ All entries must be typewritten or legibly written.
✓ Delivery period within _____ Calendar Days.
✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	1	Package	Stakeholders' Convergence and Awarding Ceremony Meals and Venue Package. -Food for 130 Guests Lunch, Snacks (am and pm) *in house menu With Function Hall *Can accommodate 130 or more guests with tables and chairs (circle type) *7:00am – 5:30pm (10 hours) *with two (2) LCD Screen and projectors *Free Wi-Fi connectivity *Functional audio system and electrical outlets *With two (2) microphones *With 4ft x 6ft tarpaulin (backdrop) *With mini stage and decorations		
				TOTAL	

Date of Event: November 27, 2019
Purpose: Stake Holders Convergence and Division Brigada Eskwela Best Implementing School Awarding

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

_____
Signature over Printed Name

_____
Tin

_____
Date/Telephone No.

Canvassed by: