



Republic of the Philippines
City Government of Muntinlupa
National Road Putatan Muntinlupa City
BIDS and AWARDS COMMITTEE
www.muntinlupacity.gov.ph

Date: 04/5/2023
Quotation No.:2023-0137

REQUEST FOR QUOTATION

Company Name: _____

Address: _____

Business Permit No.: _____

TIN: _____

PhilGEPS Registration No.(required): _____

The City Government of Muntinlupa, through its Bids and Awards Committee, intends to procure **Request of Meals for Professionalism in the Workplace & Gender Fair Language 101**, which will be undertaken in accordance with **Section 53.9** of the 2016 Revised Implementing Rules and Regulations of Republic Act No.9184.

Please quote your **best offer** for the item/s described herein, subject to the Terms and Conditions provided.

A copy of the following documents are also required to be submitted along with your quotation/proposal:

1. Mayor's/Business Permit: (Certified True Copy)	3. PhilGEPS Registration (Certified True Copy)
2. Accomplished and Notarized Omnibus Sworn Statement (Original)	4. Certificate of Registration (Certified True Copy)

Quotations/Proposals must be submitted to the BAC Office of the City Government of Muntinlupa for checking & validation.

For any clarification, you may contact **Bids & Awards Committee** at telephone no. (02)8861-1127

INSTRUCTIONS:
(2) Do not alter the contents of this in any way.
(3) technical specifications with asterisks(*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your
(4) Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Procurement Project	Approved Budget for the Contract (ABC)
Request of Meals for Professionalism in the Workplace & Gender Fair Language 101	Two Hundred Two Thousand Five Hundred Pesos

Technical Specifications:

QTY	UNIT OF ISSUE	ITEM DESCRIPTION	Compliance		REMARKS
			Yes	No	
45	pax	April 14, 2023 MEALS (BUFFET LUNCH B) Salad, Minestrone Soup, Chicken Cacciatore Roast Pork loin in Peppercorn Sauce, Fish Fillet in Tarragon Sauce, Vegetable Ratatouille, Steamed White Rice Chocolate Fudge Cake SNACKS AM Snack: Chicken Empanada PM Snack: Mini pizzas			



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45	pax	<p>April 21, 2023</p> <p>MEALS (BUFFET LUNCH C)</p> <p>Salad, Sinigang na baboy soup, Chicken Inasal, Crispy Lechon Kawali, Fish Escabeche, Pancit Canton, Steamed White Rice</p> <p>Leche Plan</p> <p>SNACKS</p> <p>AM Snack: Chocolate Brownies Eclair</p> <p>PM Snack: Tuna Sandwich</p>			
45	pax	<p>April 28, 2023</p> <p>MEALS (BUFFET LUNCH D)</p> <p>Salad, Potato Leek Soup, Grilled Parmesan Chicken w/ Basil Cream, Fish Fillet with Black Bean Sauce, Roast Pork w/ Apple & Sage Butter, Mixed Vegetable Cassoulet, Steamed White Rice</p> <p>Mango Pudding w/ Strawberry Coulis</p> <p>SNACKS</p> <p>AM Snack: Chicken Sandwich</p> <p>PM Snack: Cream Puff</p>			
		<p>Accomodation: FREE</p> <p>Use of function room</p> <p>Morning and/or Afternoon coffee breaks</p> <p>Dedicated Banquest service butler</p> <p>Free flowing coffee and tea</p> <p>One round of iced tea, pandan juice or soda for lunch</p> <p>Conference pads and pencils for each participant</p> <p>wi-fi access</p> <p>flipchart with paper</p> <p>Whiteboard with markers</p> <p>mint and candies</p> <p>Basic sound system with 2 wired microphones</p> <p>LCD projector and screen</p> <p>*****Nothing Follows*****</p>			
		<p>PREFERRED AREA:</p> <p>Muntinlupa City (Alabang)</p>			



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Summary of Approved Budget			OFFERED QUOTATION			
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
45	pax	April 14, 2023 MEALS (BUFFET LUNCH B) Salad, Minestrone Soup, Chicken Cacciatore Roast Pork loin in Peppercorn Sauce, Fish Fillet in Tarragon Sauce, Vegetable Ratatouille, Steamed White Rice Chocolate Fudge Cake SNACKS AM Snack: Chicken Empanada PM Snack: Mini pizzas				
45	pax	April 21, 2023 MEALS (BUFFET LUNCH C) Salad, Sinigang na baboy soup, Chicken Inasal, Crispy Lechon Kawali, Fish Escabeche, Pancit Canton, Steamed White Rice Leche Plan SNACKS AM Snack: Chocolate Brownies Eclair PM Snack: Tuna Sandwich				
45	pax	April 28, 2023 MEALS (BUFFET LUNCH D) Salad, Potato Leek Soup, Grilled Parmesan Chicken w/ Basil Cream, Fish Fillet with Black Bean Sauce, Roast Pork w/ Apple & Sage Butter, Mixed Vegetable Cassoulet, Steamed White Rice Mango Pudding w/ Strawberry Coulis SNACKS AM Snack: Chicken Sandwich PM Snack: Cream Puff				
		Accomodation: FREE Use of function room Morning and/or Afternoon coffee breaks Dedicated Banquest service butler Free flowing coffee and tea One round of iced tea, pandan juice or soda for lunch Conference pads and pencils for each participant wi-fi access flipchart with paper Whiteboard with markers mint and candies Basic sound system with 2 wired microphones LCD projector and screen *****Nothing Follows*****				



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		PREFERRED AREA: Muntinlupa City (Alabang)				
			202,500.00	Total Offered quotation (in Php)		Php

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders must quote for all or all the items.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the contract shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The Item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The GSO/Engineering Office shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

Signature over Printed Name

Position/Designation

Office Telephone No.

Mobile Phone No./Fax No.

Email address/es