



Republic of the Philippines  
**City Government of Muntinlupa**  
 National Road Putatan Muntinlupa City  
**BIDS and AWARDS COMMITTEE**  
[www.muntinlupacity.gov.ph](http://www.muntinlupacity.gov.ph)

**REQUEST FOR QUOTATION**

Date: 9/1/2023  
 Quotation No:2023-0454

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 "Hotel Accommodation Intended for the Earthquake Contingency Planning Training & Workshop for CDM & PLMUN", which will be undertaken in accordance with Section 53.9 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)	4. PhilGEPS Registration (Certified True Copy)
2. Latest Income Tax (Certified True Copy)	5. Certificate of Registration (Certified True Copy)
3. Omnibus Sworn Statement (Original)	

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.  
 Eighty Eight Thousand Thirty Nine Pesos+A34:C35

(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)
Hotel Accommodation Intended for the Earthquake Contingency Planning Training & Workshop for CDM & PLMUN	Fifty Six Thousand Two Hundred Fifty Seven Pesos & 50/100

**Technical Specifications:**

QTY	UNIT OF ISSUE	ITEM DESCRIPTION	Compliance		REMARKS
			Yes	No	
		Hotel Accommodation			
		Inclusions:			



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		*Buffet breakfast for registered guest/s				
		*In-room coffee & tea making facility				
		*Complimentary purified drinking water				
		*Complimentary parking				
		Use of the fitness Centre and swimming pool				
2	pax	Deluxe rooms ( Arrival-September 19, 2023) for Facilitator and Instructor 3 days and 3 nights				
1	pax	Premier rooms ( Arrival-September 19, 2023) for Facilitator and Instructor 3 days and 3 nights				
5	pax	Packed Dinner for 3 nights				
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	REMARKS	TOTAL PRICE
		Hotel Accommodation				
		Inclusions:				
		*Buffet breakfast for registered guest/s				
		*In-room coffee & tea making facility				
		*Complimentary purified drinking water				
		*Complimentary parking				
		Use of the fitness Centre and swimming pool				
2	pax	Deluxe rooms ( Arrival-September 19, 2023) for Facilitator and Instructor 3 days and 3 nights				



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1	pax	Premier rooms ( Arrival-September 19, 2023) for Facilitator and Instructor 3 days and 3 nights				
5	pax	Packed Dinner for 3 nights				
			56,257.00	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