



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

REQUEST FOR QUOTATION

Date: 3/1/2024
Quotation No: 2024-0079

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 **Full Board Meals (Including Rental of Function Room & LED Wall)** for 2024 Search for the Most Resilient Barangay Opening Program 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)	4. PhilGEPS Registration (Certified True Copy)
2. Accomplished and Notarized Omnibus Sworn Statement (Original)	5. Certificate of Registration (Certified True Copy)
3. Latest Income Tax (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)
Full Board Meals (Including Rental of Function Room & LED Wall) for 2024 Search for the Most Resilient Barangay Opening Program	Three Hundred Twelve Thousand Pesos

Technical Specifications:

QTY	UNIT OF ISSUE	ITEM DESCRIPTION	Compliance		REMARKS
			Yes	No	
140	pax	Full Board Meals			
		Inclusions:			



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		Rental of Funtion Room			
		Use of the conference space as per contracted time			
		Meeting Essentials (upon request)			
		Use of an LCD projector and screen			
		Use of two (2) microphones and built-in basic audio system			
		Complimentary Wi-Fi connectivity			
		Free parking for all guaranteed attendees			
		Meals:			
		2-item Heavy Snacks AM & PM			
		Flowing Coffee/Tea			
		Buffet setting.			
		Food Manageable up to the last left over in the a food tray.			
		AM Snack:			
		Baked Ziti			
		Buffet Lunch:			
		Hot and Cold Appetizers: Hummus with Pita Bread and Quiche Lorraine			
		Compound Salad: Potato Salad			
		Soup: Wild Mushroom Soup			
		Noodels and Pasta: Alfredo of Bleu Cheese			
		Fettuccine with Wild Mushroom Rice: Steamed Pandan Rice			
		Dessert: Brazo de Mercedes & Mixed Berries			
		Crumble Tartlet			
		MAIN COURSE			



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		Chicken: Grilled Chicken in Annatto Oil and Lemongrass			
		Fish: Pan Fried Fillet in Ginger-Turmeric Infused Coconut Cream			
		Pork: Hackbraten (Austrian Meat Loaf) with Mushroom Ragout			
		Vegetables: Moussaka of Eggplant, Zucchini and Potato			
		Served with Two(2) of Sliced Fruits With One(1) round of Ice Tea			
		PM Snack: Chicken Caesar Wrap			
1	lot	Rental of LED Wall			
		*nothing follows****			
Summary of Approved Budget			OFFERED QUOTATION		
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	TOTAL PRICE
140	pax	Full Board Meals			
		Inclusions:			
		Rental of Function Room			
		Use of the conference space as per contracted time			
		Meeting Essentials (upon request)			
		Use of an LCD projector and screen			
		Use of two (2) microphones and built-in basic audio system			



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		Complimentary Wi-Fi connectivity				
		Free parking for all guaranteed attendees				
		Meals:				
		2-item Heavy Snacks AM & PM				
		Flowing Coffee/Tea				
		Buffet setting.				
		Food Manageable up to the last left over in the a food tray.				
		AM Snack:				
		Baked Ziti				
		Buffet Lunch:				
		Hot and Cold Appetizers: Hummus with Pita Bread and Quiche Lorraine				
		Compound Salad: Potato Salad				
		Soup: Wild Mushroom Soup				
		Noodels and Pasta: Alfredo of Bleu Cheese				
		Fettuccine with Wild Mushroom Rice: Steamed Pandan Rice				
		Dessert: Brazo de Mercedes & Mixed Berries				
		Crumble Tartlet				
		MAIN COURSE				
		Chicken: Grilled Chicken in Annatto Oil and Lemongrass				
		Fish: Pan Fried Fillet in Ginger-Turmeric Infused Coconut Cream				
		Pork: Hackbraten (Austrian Meat Loaf) with Mushroom Ragout				
		Vegetables: Moussaka of Eggplant, Zucchini and Potato				
		Served with Two(2) of Sliced Fruits With One(1) round of Ice Tea				
		PM Snack: Chicken Caesar Wrap				



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1	lot	Rental of LED Wall				
		*nothing follows****				
			Ph312,000.00	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 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