



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: 5/16/2024
Quotation No:2024-0300

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 **Purchase of Meals for 5 days Basic Information Collection & Analysis Seminar** 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. Omnibus Sworn Statement (original)	5. Certificate of Registration (Certified True Copy)
3. Latest Income Tax (Certified True Copy)	6. Tax Clearance ⁴ (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:

- Do not alter the contents of this in any way.
- technical specifications with asterisks(*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your
- 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)			
Purchase of Meals for 5 days Basic Information Collection & Analysis Seminar		One Hundred Thirty Five Thousand Pesos			
Technical Specifications:					
QTY	UNIT OF ISSUE	ITEM DESCRIPION	Compliance		REMARKS
			Yes	No	
		BUFFET			



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30	<i>pax</i>	RICE BEEF MUSHROOM KOREAN CHICKEN CHOPSUEY FRUIT SALAD BOTTLED WATER OVERFLOWING COFFEE ICE TEA TABLE & CHAIRS SET-UP SERVICE ATTENDANTS			
60	<i>pax</i>	BUFFET RICE BEEF BROCOLI FRIED CHICKEN CHOPSUEY FRUIT SALAD BOTTLED WATER OVERFLOWING COFFEE ICE TEA TABLE & CHAIRS SET-UP SERVICE ATTENDANTS			
60	<i>pax</i>	DAY 1 SNACK SOTANGHON BOTTLED WATER			
60	<i>pax</i>	LUNCH RICE CHICKEN INASAL VEGETABLE BOTTLED WATER			
60	<i>pax</i>	SNACK CUSTARD CAKE BOTTLED WATER			
60	<i>pax</i>	DAY 2 SNACK CARBONARA BOTTLED WATER			
60	<i>pax</i>	LUNCH RICE BEEF CALDERETA VEGETABLE BOTTLED WATER			
60	<i>pax</i>	SNACK BAKE MACARONI, BOTTLED WATER			
60	<i>pax</i>	DAY 3 SNACK SANDWICH BOTTLED WATER			



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Summary of Approved Budget			OFFERED QUOTATION			
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
		BUFFET				
30	pax	RICE BEEF MUSHROOM KOREAN CHICKEN CHOPSUEY FRUIT SALAD BOTTLED WATER OVERFLOWING COFFEE ICE TEA TABLE & CHAIRS SET-UP SERVICE ATTENDANTS				
60	pax	BUFFET RICE BEEF BROCOLI FRIED CHICKEN CHOPSUEY FRUIT SALAD BOTTLED WATER OVERFLOWING COFFEE ICE TEA TABLE & CHAIRS SET-UP SERVICE ATTENDANTS				
60	pax	DAY 1 SNACK SOTANGHON BOTTLED WATER				
60	pax	LUNCH RICE CHICKEN INASAL VEGETABLE BOTTLED WATER				
60	pax	SNACK CUSTARD CAKE BOTTLED WATER				
60	pax	DAY 2 SNACK CARBONARA BOTTLED WATER				



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60	<i>pax</i>	LUNCH RICE BEEF CALDERETA VEGETABLE BOTTLED WATER				
60	<i>pax</i>	SNACK BAKE MACARONI, BOTTLED WATER				
60	<i>pax</i>	DAY 3 SNACK SANDWICH BOTTLED WATER				
60	<i>pax</i>	LUNCH RICE FRIED CHICKEN VEGETABLE BOTTLED WATER				
60	<i>pax</i>	SNACK BREAD ROLL BOTTLED WATER				
60	<i>pax</i>	DAY 4 SNACK SPAGHETTI BOTTLED WATER				
60	<i>pax</i>	LUNCH RICE GRILLED CHICKEN VEGETABLE BOTTLED WATER				
60	<i>pax</i>	SNACK TUNA BREAD BOTTLED WATER				
60	<i>pax</i>	DAY 5 SNACK PANCIT BIHON BOTTLED WATER				



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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