



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: 6/18/2024
Quotation No:2024-0384

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 Venue and meals for the SAGIP Strategic Planning**, 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. PCAB (Certified True Copy)	5. Certificate of Registration (Certified True Copy)
3. Latest Income Tax (Certified True Copy)	6. Tax Clearance (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)		
Purchase of Venue and meals for the SAGIP Strategic Planning			Eighty Seven Thousand One Hundred Pesos		
QTY	UNIT OF ISSUE	ITEM DESCRIPRION	Compliance		REMARKS
			Yes	No	
26	pax	Strategic Planning 2Day-1Night Live-in Seminar 2 AM and 2 PM Plated snacks with buffet buffet breakfast, lunch and dinner			



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		<p>Amenities and inclusion: Assembly hall/ Function Room * Function Room w/ chairs & tables * Conference Facilities: Sound System w/ microphone/ w/ white screen/ white board w/ markers & eraser/ flip chart/ rostrum/ podium * LCD Projector * WIFI Internet SET-UP: Class Room * W/ free flowing coffee * Complimentary memo-sized paper & pencil * Welcome drinks Free welcome streamer Airconditioned Rooms/Twin/Triplesharing, quadruple sharing group of 5/6 Shower & dressing facilities Access to public pools, Free parking & zero brown out</p>				
Summary of Approved Budget			OFFERED QUOTATION			
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
26	pax	Strategic Planning 2Day-1Night Live-in Seminar 2 AM and 2 PM Plated snacks with buffet buffet breakfast, lunch and dinner				

