



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: 3/17/2025
Quotation No:2025-0169

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 **Supply & Delivery of Meals for the conduct of Various Trainings of MEFD**, 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 (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) | | |
|---|---------------|--|--|----|---------|
| Supply & Delivery of Meals for the conduct of Various Trainings of MEFD | | | One Hundred Eighty Three Thousand Seven Hundred Fifty Pesos Only | | |
| QTY | UNIT OF ISSUE | ITEM DESCRIPTION | Compliance | | REMARKS |
| | | | Yes | No | |
| | | ACCOUNTING FOR NON ACCOUNTANT | | | |
| | | (1st Batch) April 2025 | | | |
| 105 | pax | AM Snack - Pasta and Drinks | | | |
| 105 | pax | Lunch - Rice with 2 Viands and Drinks | | | |
| 105 | pax | PM Snack - Congee and Drink | | | |
| | | | | | |
| | | BASIC CASH FLOW MANAGEMENT | | | |
| | | (1st Batch) June 2025 | | | |
| 105 | pax | AM Snack - Pasta and Drinks | | | |



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| 105 | pax | Lunch - Rice with 2 Viands and Drinks | | | | |
|----------------------------|---------------|--|-------------------|---------------|------------------|-------------|
| 105 | pax | PM Snack - Sandwich and Drink | | | | |
| | | | | | | |
| | | ACCOUNTING FOR NON ACCOUNTANT | | | | |
| | | (2nd Batch) July 2025 | | | | |
| 105 | pax | AM Snack - Noodles and Drinks | | | | |
| 105 | pax | Lunch - Rice with 2 Viands and Drinks | | | | |
| 105 | pax | PM Snack - Pasta and Drink | | | | |
| | | | | | | |
| | | FINANCIAL RISK MANAGEMENT | | | | |
| | | Sep-25 | | | | |
| 105 | pax | AM Snack - Congee and Drinks | | | | |
| 105 | pax | Lunch - Rice with 2 Viands and Drinks | | | | |
| 105 | pax | PM Snack - Pasta and Drink | | | | |
| | | | | | | |
| | | NOTE: For Staggered Delivery and Staggered Payment | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Summary of Approved Budget | | | OFFERED QUOTATION | | | |
| QTY | UNIT OF ISSUE | ITEM DESCRIPTION | QTY | UNIT OF ISSUE | ITEM DESCRIPTION | TOTAL PRICE |
| | | ACCOUNTING FOR NON ACCOUNTANT | | | | |
| | | (1st Batch) April 2025 | | | | |
| 105 | pax | AM Snack - Pasta and Drinks | | | | |
| 105 | pax | Lunch - Rice with 2 Viands and Drinks | | | | |
| 105 | pax | PM Snack - Congee and Drink | | | | |
| | | | | | | |
| | | BASIC CASH FLOW MANAGEMENT | | | | |
| | | (1st Batch) June 2025 | | | | |
| 105 | pax | AM Snack - Pasta and Drinks | | | | |
| 105 | pax | Lunch - Rice with 2 Viands and Drinks | | | | |
| 105 | pax | PM Snack - Sandwich and Drink | | | | |
| | | | | | | |



TERMS AND CONDITIONS:

- Signature over Printed Name

Position/Designation

Office Telephone No.

Mobile Phone No./Fax No.

Email address/es