

SF-GOOD-60

**REQUEST FOR QUOTATION  
 (53.9 "Small Value Procurement")**

**Grand Astoria Hotel  
 Marcian Business Hotel  
 Garden Orchid Hotel**

Date: September 2, 2020  
 Quotation No.: 0420  
 Place of Delivery: City General Services Office

Please quote your lowest price on the items listed below, subject to the General Conditions on the Philippine Bidding Documents on Goods, stating the shortest time of delivery and submit your quotation duly signed by your representative **on or before September 14, 2020 at 10:00 a.m.**

**ERWIN E. BERNARDO**  
 BAC-Chairperson

**Note: ALL ENTRIES MUST BE TYPEWRITTEN / LEGIBLY WRITTEN.**

1. DELIVERY PERIOD **UPON REQUEST OF THE END USER**
2. WARRANTY SHALL BE FOR A PERIOD OF THREE (3) MONTHS FOR EXPENDABLE SUPPLIES, ONE (1) YEAR FOR NON-EXPENDABLE SUPPLIES, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
3. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS.
4. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION, IF AVAILABLE.
5. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED.
6. **INDICATE BRAND NAME OF ITEMS BEING OFFERED.**
7. **DROP YOUR QUOTATION IN A SEALED ENVELOPE AND PROPERLY LABELED-**
8. Bidders are requested to submit **PHILGEPS Platinum Certificate, Omnibus Sworn Statement and BUSINESS/MAYOR'S PERMIT**
9. Downloaded Form must be duly signed by BAC Chairman prior to submission for the opening of bidding documents.
10. **For Tires and Batteries, ONE (1) YEAR WARRANTY**

ITEM NO.	ITEM & DESCRIPTION	BRAND NAME	QTY	Unit	UNIT PRICE	TOTAL
1.	Food 1 Lunch and 2 Snacks (a.m. & p.m.) for 3 days @ 450.00/pax/day Menu: Day 1 AM-Hamburger with Juice PM-Egg Pie with Softdrinks Lunch- Steamed Rice Tinolang Manok Beef Curry Buttered Chicken Bihon Guisado Mango Gelatin Softdrinks Day 2 AM-Cheese Pimiento with Juice PM- Spaghetti with Toasted with Softdrinks Lunch- Steamed Rice Clam Soup Pancit Guisado Chicken Hawaiian Shanghai Lumpia (Beef) Brownies Softdrinks Day 3 AM-Hamburger with Juice PM-Egg Pie with Softdrinks Lunch- Steamed Rice Sweet & Sour Fish Fillet Buttered Chicken Fresh Mushroom Sautted Sotanghon Guisado Leche Flan Softdrinks Meals (Lunch) and Snacks (a.m. & p.m.)= 60 pax/day (with flowing coffee throughout the training period) Note: Hotel/ Venue Requirements: 1. Fully Air-conditioned convention room 2. Space w/ sitting arrangement w/ tables		180	pax		

	<p>enough for minimum of 100 persons and maximum of 564 persons</p> <ol style="list-style-type: none"> <li>3. Spacious Area for Group Activities</li> <li>4. Stage with Backdrop for Presidential Table</li> <li>5. Overhead Projector and LCD equipment for presentation</li> <li>6. Good Public Areas Sound System w/ CD Player</li> <li>7. White board w/ white board marker</li> <li>8. Venue accessible to participants and within city proper</li> <li>9. 1 free room for the secretariat and training materials (to be available a day before the conduct and until the last day of training)</li> </ol> <p>Note:  <b>“Three-day Contingency Planning for African Swine Fever (ASF)”</b> to be held on the 1<sup>st</sup> Quarter of 2020, at any local hotel, this city</p>					
<b>Purpose: For official use in the Office of the City Disaster Risk Reduction and Management, this city.</b>						

*Brand and Model* \_\_\_\_\_  
*Warranty* : \_\_\_\_\_  
*Price Validity* : \_\_\_\_\_

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

\_\_\_\_\_  
*Printed Name / Signature*

\_\_\_\_\_  
*Tel. No. / Cellphone No.*  
*e-mail address*

\_\_\_\_\_  
*Date*