

Republic of the Philippines
City Government of Cagayan de Oro
BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Project Name: Procurement of Meals and Snacks; PR No. 25-0613 dated February 21, 2025.
Method of Procurement: NP - 53.9 Small Value Procurement

Date : **March 21, 2025**
Quotation No. : **0366-25**

Company Name

Address

Please quote your best lowest price on the item/s listed below, subject to the Terms and Conditions on this page and submit/return this Request for Quotation (RFQ) duly filled-out and signed by your authorized representative not later than **2:00 PM of March 26, 2025**.

By Authority of the BAC:


ATTY. JOEFFREY D. NAMALATA

City General Services Officer

Terms and Conditions:

1. **Delivery Period shall be within 30 calendar days.**
2. **Warranty shall be for a period of Three (3) months for supplies & materials; one (1) year for equipment, from the date of acceptance by the procuring entity.**
3. **Price Validity shall be for a period of Ninety (90) calendar days.**
4. **The following shall be attached upon submission of the quotation:**
 - 1) **PhilGEPS Registration Number**
 - 2) **Current and valid Mayor's/Business Permit**
 - 3) **Brochures of the product being offered for equipment/ vehicles/electronic devices/ appliances**
 - 4) **Omnibus Sworn Statement (duly notarized), for Approved Budget for the Contract (ABC) above fifty thousand pesos (P50,000.00).**

Item No.	ITEM & DESCRIPTION	BRAND & MODEL	QTY	UNIT	UNIT PRICE
1	Snacks - 1st session AM Snacks Carbonara, drinks		17	pax	
2	Meals - 1st session Lunch: Chicken Fillet, Sotanghon guisado, rice, brownies, juice		17	pax	
3	Snacks - 1st Session PM Snacks: Siopao and drinks		17	pax	
4	Snacks - 2nd session AM Snacks: Clubhouse sandwich and drinks		17	pax	
5	Meals - 2nd session Lunch: chicken adobo, beef Caldereta, spring rools, rice, mango float, and drinks		17	pax	
6	Snacks - 2nd session PM Snacks: lasagna and drinks		17	pax	
7	Snacks - 3rd session AM Snacks: suman with mango and sikwate		17	pax	

PhilGeps Registration Number : _____

After having carefully read and accepted your Terms and Conditions, I/we quoted you on the item/s at price/s quoted above.

Printed Name / Signature

Tel. No. / Cellphone No. / E-mail Address

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Item No.	ITEM & DESCRIPTION	BRAND & MODEL	QTY	UNIT	UNIT PRICE
8	Meals - 3rd session Lunch: chicken cordon bleu, pancit guisado, spring roll, fish fillet, rice, fruits and drinks		17	pax	
9	Snacks - 3rd session PM Snacks: chicken sandwich and drinks		17	pax	
10	Snacks - 4th session AM Snacks: chicken sandwich and drinks		17	pax	
11	Meals - 4th session Lunch: Sweet and sour chicken, Chow Mien, soup beef kare-kare, fruits and drinks		17	pax	
12	Snacks - 4th session PM Snacks: Siopao and drinks		17	pax	
13	Snacks - 5th session AM Snacks: Cinnamon roll, canned Juice		17	pax	
14	Meals - 5th session Lunch: Beef steak, buttered chicken, Chopsuey, rice, pancit guisado, spring roll, drinks		17	pax	

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Item No.	ITEM & DESCRIPTION	BRAND & MODEL	QTY	UNIT	UNIT PRICE
15	Snacks - 5th session PM Snacks: Lasagna and canned Juice		17	pax	
Total Amount in Words and Figures					

PhilGeps Registration Number : _____

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Printed Name / Signature

Tel. No. / Cellphone No. / E-mail Address

Date