



**BIDS AND AWARDS COMMITTEE
(BAC II)**

REQUEST FOR QUOTATION

Project : HOTEL ACCOMODATION **Date** : 12 November 2018
PR No. : 2018-11-1291 **Quotation No.** : 2018-11-013
Approved Budget for the Contract : SIXTY-ONE THOUSAND **Procurement Method** : Small Value
SEVENTY-SIX PESOS (Php 61, 076 .00)

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than 26 November at 8:00 A.M. at New Executive Bldg., JP Laurel St., San Miguel Manila, psu.pcoo@gmail.com

General Conditions:

1. Delivery period within 3 calendar days from receipt of the Purchase Order form.
2. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from date of acceptance by PCOO.
3. Price validity shall be for a period of sixty (60) calendar days.
4. Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES.**
5. The supplier awarded with the contract shall submit the following updated documents prior to **payment:**

- Mayor's / Business Permit
- PhilGEPS Registration Number
- Income/Tax Return
- Omnibus Sworn Statement
- Professional License/Curriculum Vitae (Consulting Services)
- PCAB License (Infra.)
- NFCC (Infra.)

Company Name : _____
Address : _____
Email : _____ **TIN No** : _____
Representative : _____ **Contact No.** : _____

Item No.	Item Description	Qty	Unit	Unit Price	Total
1	HOTEL ACCOMMODATION Check In: 26 Nov. 2018 Check Out: 29 Nov. 2018				
	1 Single Occupancy Room (Good for 1)	1		_____	_____
	8 Twin Sharing Room (Good for 16)	8		_____	_____
	2 Triple Sharing Room (Good for 6)	2		_____	_____
	Total Number of Pax = 23				
	Hotel must be within 5km radius from event venue.				
	Event Venue: SMX Convention Center Address: 3 rd level, SM Lanang Premier, J.P Laurel Ave., Lanang Davao				
	TOTAL AMOUNT			P _____	P _____

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

Printed Name / Signature

Date