

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE REGIONAL DIRECTOR

Region V
Old Airport Road, Brgy. 40, Cruzada Legazpi City

Name of Procuring Entity: **DPWH RO V**

Request for Quotation(P.R. No.): **2025-02-020**

Revised on:

Date: **02/28/2025**

Standard Form/Title: **REQUEST FOR QUOTATION**

Office/End-User: **ADMIN DIV.(HRDS)**

COMPANY NAME:

ADDRESS:

TEL. NO./FAX No.

TIN No.

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative not later than **2:00 P.M, April 08, 2025** in the return envelope attached herewith to the BAC Secretariat for Goods, **DPWH Region V, Old Airport Road, Brgy. 40, Cruzada, Legazpi City**

TERMS AND CONDITIONS:

1. All entries must be typewritten or legibly written
2. Delivery period within Thirty (30) C.D. upon receipt of approved funded Purchase Order (P.O.), Administrative Penalties pursuant to Sec. 69 of the Revised IRR-14 5194 shall be imposed for non-delivery without valid reason
3. Warranty shall be for a minimum of three (3) months for supplies & materials; one year for Equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. **PhilGEPS Registration Certificate, Mayor's Permit/DTI or SEC Registration, Secretary's Certificate, Tax Clearance, Income/Business Tax Return and Omnibus Sworn Statement** shall be attached upon submission of the quotation if applicable.
6. Bidders shall submit original brochures showing certifications of the product.
7. Please indicate the brand for each item being offered.
8. The approved budget ceiling for this procurement is **P134,550.00**

ARMEL L. SAMSON
(BAC Chairperson)
Chief, Maintenance Division

Item No.	ITEMS & DESCRIPTION			QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Catering Services for 3 days (Provision of AM Snack, Lunch and PM Snack ORIENTATION COURSE FOR NEW DPWH EMPLOYEES IN THE REGIONAL AND DISTRICT ENGINEERING OFFICES April 22-24, 2025 at DPWH RO-V Multi-Purpose Hall, Rawis, Legazpi City			65	pax		
	MENU						
	Day	AM Snack	Lunch	PM Snack			
1	Baked Macaroni Toast Bread House Blend Iced Tea	Steamed Rice Sinigang na Hipon Lechon Kawaii Gulay na Langka with Crab Buko Pandan Salad	Chamorado with Tuyo Assorted Canned Softdrinks				
2	Pancit Guisado Fried Banana Fresh Buko Juice	Steamed Rice Mango Soup with Shrimp Grilled Tuna Belly Gulay na Kalabasa Leche Flan	Chicken Alfredo Pasta Banana Bread Canned Four Season Juice				
3	Assorted Kakanin Hot Chocolate	Steamed Rice Tinolang Native Chicken Baked Spareribs Hot Shrimp Salad Banana	Clubhouse Sandwich Potato Fries Assorted Canned Softdrinks				
	AMENITIES: 1. Free Flowing Brewed Coffee with Creamer and Sugar, Hot Chocolate (Breakfast Only) 2. Free Purified Drinking Water with Dispenser 3. Complete Catering Utensils and Equipment 4. Tables and Chairs with Seat Cover and Table Cloth 5. Assistance of Well-trained Waiters 6. Clean Linens 7. Assisted Buffet (Vaccinated and Well-Trained Waiter and Catering Personnel) 8. Complimentary Bottled Water for Speakers 9. Complimentary Food good for 5 persons 10. Food Burner 11. Food Nameplate (Indicate Allergens) 12. Spit Guard, Hairnet, and Gloves 13. Free Tarpaulin 14. Pica-Pica for the Speakers (Fresh Fruits) and Participants (Nuts and Candies)						
For the Conduct of Orientation Course for New DPWH Employees in the Regional and District Engineering Offices on April 22-24, 2025							

Brand and Model:

Warranty:

Delivery Period:

Validity:

After having carefully read and accepted your General Conditions, I / We quote you on the item(s) at prices note above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Conditions specified by DPWH.

Printed Name / Signature / Date

Date