

Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
DAVAO DEL NORTE  
DISTRICT ENGINEERING OFFICE  
Km. 48 Canocotan, Tagum City, Davao del Norte Region XI

Name of Procuring Entity	Request for Quotation (P.R. No.): 2024-07-0081	PR NO.: 2024-06-0279
Revised on:	Date: July 04, 2024	Date: June 26, 2024
Standard Form/Title	REQUEST FOR QUOTATION	Office/End-User: Administrative Section
COMPANY NAME		
ADDRESS		
TEL. No./FAX No.		TIN:

Please quote your lowest price on the item (s) listed below, subject to the Terms and Conditions stated below and submit your quotation personally (submission through E-mail and courier is not recognized) duly signed by your representative not later than 10:00 AM of July 08, 2024 in the return envelope attached herewith, to the BAC Secretariat for Goods, DPWH - Davao del Norte District Engineering Office, Tagum City.

**TERMS AND CONDITIONS:**

1. All entries must be typewritten or legibly written on the prescribed Request for Quotation form.
2. Delivery period within 30 calendar days upon receipt of the approved Funded Purchase Order (P.O.). Administrative penalties pursuant to Sec. 60 of the Revised IRR-RA 9184 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; 3 years IT Equipment from date of acceptance by the end-user.
4. Price Validity shall be for a period of sixty (60) calendar days.
5. Phil-GEPS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation.
6. Tax Clearance Certificate
7. Omnibus Sworn Statement
8. Affidavit of Sole Proprietorship if Sole Proprietor/Notarized Secretary's Certificate if Corporation, Partnership and Joint Venture.
9. Bidders shall submit original brochures showing certifications of the product.
10. Please indicate the brand for each item being offered.
11. The approved budget ceiling for this procurement is **P 158,070.00**

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	<b>Catering Services</b>	1	lot		
	<b>Staff Meeting</b>				
	100 persons good for 1 day inclusive of lunch and flowing coffee				
	Inclusive of the following:				
	1) One (1) Lunch meal composed of the ff.:				
	a) 6 main dishes/courses (either beef/chicken/fish/noodles)				
	b) Soup/Vegetables				
	c) Rice				
	d) Dessert/Glazing Table				
	e) Softdrinks/Fruit Juices				
	- With Three/Four standby waiters				
	- Please coordinate with the end-user for final selection of menu				
	2) Pack Lunch (60 pax)				
	a) 2 main dishes/courses (either beef/chicken/fish)				
	b) Softdrinks/Fruit Juices				
	*****/				
	<b>TOTAL</b>				
	Total amount: (Please specify total amount in words.)				
	Catering Services for Staff Meeting Activity hosted by DPWH Davao del Norte Sub-DEO & Main DEO Tagum City, Davao del Norte				
	The awarding for this RFQ will be on lump-sum basis.				
	Prospective Suppliers must quote for all of the items.				
	Otherwise they will be subjected for disqualification.				

Brand and Model: \_\_\_\_\_

Delivery Period: \_\_\_\_\_

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 \_\_\_\_\_

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