



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**CORDILLERA ADMINISTRATIVE REGION**  
Engineers Hill, Baguio City



**Small Value Procurement [Section 53.9]**

Name of Procuring Entity: DPWH-CAR Regional Office Request for Quotation: 24GP00103

Standard Form/Title: REQUEST FOR QUOTATION Office/End user: PDD

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 PM of 24 JUL 2024 in the return envelope attached herewith, to the BAC Chairman, DPWH-CAR Regional Office.

**TERMS and CONDITIONS:**

1. All entries must be typewritten or legibly written.
2. Delivery period within **(as scheduled)** upon receipt of the approved funded Purchase Order (P.O.). Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be imposed for non-delivery without valid reason.
3. Warranty shall be for a minimum of three 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. For all Suppliers, the two (2) envelope system will be followed. The first envelope shall contain the following eligibility document/s:  
(A) PhilGEPS Platinum Certificate (Certified Copy) or PhilGEPS Registration Number;  
(B) Mayor's Permit (Certified Copy); and  
(C) Omnibus Sworn Statement. (pursuant to Annex "H" Appendix A of RA 9184)  
The second envelope which will contain the quotation shall only be opened after the first is declared complying.
6. Bidders shall submit original brochures showing certifications of the product if applicable.
7. Please indicate the brand for each items being offered in order to evaluate conformity with specifications.
8. Suppliers must have a physical office/shop with trade name displayed and inventory of supplies / goods.
9. The approved budget ceiling for this procurement is **Php 165,000.00**
10. Source of Fund: **EAO**

**ARNOLD O. DACWAG**

BAC Vice Chairman

JBL

LTM  
FOM

| Item no | ITEMS & DESCRIPTION                                                                                                                                                                                                                | QTY | UNIT | UNIT PRICE | TOTAL PRICE |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|------------|-------------|
|         | <b>24GP00103 - Procurement of Catering Services to be served during the Training on Building Design with Computer Application using STAAD Pro V8i on July 29, 2024 - August 2, 2024 in relation to pre-construction activities</b> |     |      |            |             |
| 1       | AM Snacks (55 pax x 5 days)                                                                                                                                                                                                        | 275 | pax  |            |             |
| 2       | Lunch (55 pax x 5 days)                                                                                                                                                                                                            | 275 | pax  |            |             |
| 3       | PM Snacks (55 pax x 5 days)                                                                                                                                                                                                        | 275 | pax  |            |             |
|         | <b>Note:</b>                                                                                                                                                                                                                       |     |      |            |             |
|         | <b>Lunch</b> (with 3 viands)                                                                                                                                                                                                       |     |      |            |             |
|         | - 1 meat, 1 fish, 1 vegetable, rice, soup, dessert, and bottled water                                                                                                                                                              |     |      |            |             |
|         | <b>Snacks</b> (with drinks)                                                                                                                                                                                                        |     |      |            |             |
|         | Sample choices:                                                                                                                                                                                                                    |     |      |            |             |
|         | - sandwich with fries                                                                                                                                                                                                              |     |      |            |             |
|         | - pasta with garlic bread                                                                                                                                                                                                          |     |      |            |             |
|         | - pancit with puto                                                                                                                                                                                                                 |     |      |            |             |
|         | - drinks (bottled milk tea / canned juice)                                                                                                                                                                                         |     |      |            |             |

| Item no | ITEMS & DESCRIPTION                                                                     | QTY | UNIT | UNIT PRICE | TOTAL PRICE |
|---------|-----------------------------------------------------------------------------------------|-----|------|------------|-------------|
|         | <i>*with free flowing coffee, water, and lemon grass tea with honey</i>                 |     |      |            |             |
|         | <i>*AM and PM snacks shall be packed; lunch shall be served through assisted buffet</i> |     |      |            |             |
|         | <i>*bidders must submit a menu good for 5 days with their bid amount</i>                |     |      |            |             |
|         | <i>*Three (3) servers with health certificates should be assigned for the training</i>  |     |      |            |             |

Brand and Model : \_\_\_\_\_ Warranty: \_\_\_\_\_  
Delivery Period : \_\_\_\_\_ Price 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 disqualification.

Tel No. \_\_\_\_\_ Telefax: \_\_\_\_\_  
(074) 424 1018 (074) 444-8838  
[dpwhcarbacc@yahoo.com](mailto:dpwhcarbacc@yahoo.com)

Printed Name/Signature/Date

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