



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Regional Office 02
Regional Government Center, Carig Sur, Tuguegarao City, Cagayan
Tel. No.: 078.304.5378/304.1978/304-7378, Fax No. : 078.304.9345

REQUEST FOR QUOTATION

July 18, 2019

PROCUREMENT NAME: Provision of Catering Services for the conduct of DAGYAW on August 20,2019 in Tuguegarao City

APPROVED BUDGET : ₱ 250,000.00

Supplier/Contractor : _____

Address : _____

INSTRUCTIONS

1. Please quote your best offer for the items listed in the attached Canvass.
2. Submit sealed quotation duly signed by you or your authorized representative at DILG Regional Office No. 02, Regional Government Center, Carig Sur, Tuguegarao City, Cagayan thru the BAC Secretariat **not later than 25 July 2019 at 10:00 PM** together with the following documentary requirements:
 - a. Mayor's Permit;
 - b. PhilGEPS Registration Number
 - c. Income/Business Tax Return
 - d. Omnibus Sworn of Statement

For any clarification, you may contact Ms. Arianne Bennevic B. Batugal, Chairperson of the BAC Secretariat at (078) 304-7378/1978.

A handwritten signature in blue ink, appearing to read 'Catherine G. Allam-Miranda'.

CATHERINE G. ALLAM-MIRANDA
Alternate BAC Vice Chairperson



July 18, 2019

CANVASS FORM
 (Catering)

Bidder: _____
 LBP Account No.: _____

Sir/Madam:

Please quote your lowest price for the catering services of meals and snacks in accordance with the menu/viands to be served.

Quotations for catering services shall include Menu to be served; for Lodging services, include information on maximum capacity to be accomodated per room and size of room.

Note:

All bids shall be submitted in sealed envelopes duly signed/initialied by the bidder/supplier not later than **July 25,2019**.

Please specify if VAT or Non-VAT

Please indicate Tax Identification Number (TIN) in the Canvass Form

Qty	Unit	DESCRIPTION	Unit Price	Amount
-----	------	-------------	------------	--------

Provision of Catering Services for the conduct of DAGYAW on August 20,2019

Qty	Unit	DESCRIPTION	Unit Price	Amount
		August 20,2019		
800	pax	AM Snacks	P _____	P _____
800	pax	Lunch	_____	_____
		x-x-x-x-x-x-x-x-x		
		ABC Php 250,000.00		
		Venue Tuguegarao City		
		Menu:		
		AM Snacks		
		Burger, Bottled Juice		
		Packed Lunch		
		Fried Chicken, Fish Fillet, Chopsuey, Rice, Banana, Bottled Water		
		* FREE overflowing coffee and water		

Please prepare your quotation in triplicate, place in a sealed envelope and send it either by mail or your messenger addressed to the DILG Region 02, Tuguegarao City, which submitted quotations will be opened in the presence of all interested parties on _____ at _____ AM/PM at the aforementioned office

Very Truly Yours

Signature of Bidder _____
 Signature of Canvasser _____
 Date : _____

CATHERINE G. ALLAM-MIRANDA
 Alternate BAC Vice Chairperson