



Caraga Regional Office
Doongan Road, Butuan City

REQUEST FOR QUOTATION

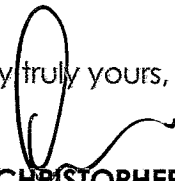
Name of Supplier/Dealer

Date: 2-28-19
RFQ No. 19-02-01

Address/Contact Number

Sir/Madam:

If available in your stock, please quote your lowest price, all taxes included, for the following article/services enumerated below and submit your quotation as soon as possible to the undersigned stating the shortest time which delivery could be made by yourself.

Very truly yours,

DII CHRISTOPHER C. MABALE
Chairman, BAC

Terms of Reference (TOR)

1. Price Validity shall be for a period of 30 calendar days.
2. Delivery period within [] from receipt of Contract/Purchase Order (PO).
3. Warranty shall be for a period of six (6) months for supplies and materials, at least 1 year for equipment, from date of acceptance by the procuring entity;
4. Bidders must have PhilGEPS certificate of registration;
5. Mode of delivery [] Pick-up; [] Door to door delivery; other modes
6. **Deadline for submission of quotation shall be on _____**

Your Quotation Must be Sealed

ABC: 84,000.00

Item #	Qty	Article Description	Unit Cost	Total
	40	<p>Venue & Catering services for the S/W Recruitment and Selection (ADS and SDS FO) on March 20-22,2019</p> <p>Catering services</p> <ul style="list-style-type: none"> • 2 main dish (choices of Fish-no cream dory, Beef, or Chicken) Vegetable, Soup, Rice, Softdrinks, Dessert • With free-flowing coffee and water • AM and PM snacks w/ fresh or canned juice(not powder-based juice) • Dining area should be separated from the activity area <p>Venue (with the following considerations) Capacity can accommodate at least 50 pax With 2 standby waiters with stand-by generator with functional sound system</p>		

*with at least three (3) microphones
well-lighted
with whiteboard
can accommodate charging of laptops of the participants &
speakers (AT LEAST 3 Extensior wires to be provided)
use of CSC multi-media projector & laptop is free of charge
Free wifi access
comfort Room is PWD friendly, clean & sanitized
location is at ground floor, 1st floor or 2nd floor only (may include
bldgs.. with higher levels but with functional elevator units
With Secretariats table and chairs
Wall mounted clock visible by the trainer
Air conditioning units easy to adjust temperature
With parking space enough for at least 15 cars*

You may quote any and/ or all lot

To be delivered at CSC Caraga Region, Doongan Road, Butuan City.

Name & Signature of Dealer