

**REQUEST FOR QUOTATION**

(Company Name):

Date 23 MAY 2018

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Please quote your lowest price(s) using this form, or your letterhead. Also, take note of the following details:

- 1) Quotation/s shall be addressed to the Head of Procurement Division. Please indicate Solicitation or Reference No.
- 2) Send the said quotation/s to BCDA or fax the same at no. 816-1043 not later than 28 MAY 2018
- 3) Quotation/s submitted after the set deadline indicated in item no. 2 shall not be accepted/considered.
- 4) The quotation/proposal shall be properly signed by the authorized representative and/or

*BCDA reserves the right to accept or reject any or all of the quotations, or waive formally therein, or to accept quotation/s as may be considered most advantageous to the gov't., or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.*

  
**JAYVEE L. LANCIOLA**  
 Canvasser

  
**SUSAN R. RAMOS**

TO: BCDA HEAD OF PROCUREMENT						
Per request, below is/are the price(s) of the article(s)/service(s) as indicated under Unit Price:						
QTY (A)	UNIT	DESCRIPTION/SPECIFICATIONS	UNIT COST (ex-VAT) (B)	VAT (C)	TOTAL UNIT COST (D=B+C)	TOTAL AMOUNT (AxD)
1	LOT	CATERING SERVICES FOR THE AFP FORUM NORTHERN LUZON COMMAND ON 31 MAY 2018, 11AM-3PM				
		TYPE OF CATERING SERVICES:				
		BUFFET LUNCH FOR 150 PAX (ANY APPROPRIATE MENU, WATER, FLOWING COFFEE AND ASSORTED DRINK LIKE SODA OR JUICE)				
		P.M. SNACKS FOR 180 PAX (ANY APPROPRIATE MENU, WATER, FLOWING COFFEE AND ASSORTED DRINK LIKE SODA OR JUICE)				
		APPROVED BUDGET FOR CONTRACT IS Php90,000.00				
		VENUE: CORDILLERA HALL, AFP NORTHERN LUZON COMMAND, CAMP SERVILLANO A AQUINO, SAN MIGUEL, TARLAC CITY				
		(SEE ATTACHED TERMS OF REFERENCE FOR THE COMPLETE DETAILS)				

**Terms and conditions:**

Price: Inclusive of all applicable taxes

Payment:

Delivery:

Validity of price: one month

WARRANTY: at least one year

We hereby certify, that we have prepared, checked and reviewed this quotation.

This quotation is valid unless revoked in writing which should be done prior to our receipt of the Purchase Order or Job Order.

\_\_\_\_\_  
 Printed Name/Signature/DATE

\_\_\_\_\_  
 Immediate Supervisor

\_\_\_\_\_  
 Telephone / Fax Number