

Name of Procuring Entity:	DILG	RFQ No. : 2016-
		Date: March 18, 2016
Office/End-User:	LGCCD	
Company Name		
Address		
Business Permit No.		
TIN No.		
PhilGEPS Registration No.		

TERMS AND CONDITIONS:

- | | |
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| <p>1. Bidders shall provide correct and accurate information required in this form.</p> <p>2. Bidders shall quote for all items.</p> <p>3. Price quotation(s) must be valid for 60 calendar days from date of submission.</p> <p>4. Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.</p> <p>5. Quotation(s) exceeding the Approved Budget for the Contract (ABC) shall be rejected.</p> <p>6. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services which complies with the minimum technical specification and other terms and conditions stated herein.</p> <p>7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).</p> <p>8. The DILG shall have the right to inspect and/or test the goods to confirm their conformity to the technical specifications.</p> | <p>10. Liquidated damages equivalent of one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without prejudice to other courses of action and remedies open to it.</p> <p>11. The DILG reserves the right to request the supplier for adjustment (addition or reduction) of booking of food and accommodation based on the actual number of participants present and the quantity of services delivered. Payment shall be made after the activity.</p> <p>12. Only sealed quotations submitted on or before March 28, 2016/2:00 p.m., the deadline, shall be opened. Late quotations shall not be accepted.</p> <p>13. The DILG reserved the right to accept or reject any or all quotations and to impose additional requirements as it may deem proper.</p> |
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CHARISSA T. GUERTA
BAC Chairperson

Item No.	ITEM DESCRIPTION	QTY	Approved Budget for the Contract	Offer					Remarks
				Price			Compliance with Technical Specifications (please check)		
				QTY	Unit Price	Total Price	Yes	No	
1	Catering Services & Accommodation for the Seminar on Alternative Dispute Resolution and Conflict Sensitivity on April 5-6, 2016 (Batch 1) and April 7-8, 2016 (Batch 2)								
	Technical Specifications: 1. April 5-6, 2016 for Batch 1 and April 7-8, 2016 for Batch 2 2. Within Butuan City 3. Accessible to commuting public 4. Function Room can accommodate <u>83</u> participants 5. Hotel rooms can accommodate <u>80</u> guests 6. Meals, snacks and venue: (Batch 1) 6.a. Day 1: (April 5, 2016) <i>Breakfast - fried rice, beef tapa, fried egg, papaya</i> <i>AM Snacks - egg sandwich and canned juice drinks</i> <i>PM Snacks - moist chocolate cake and ice tea</i> <i>Lunch - pork sinigang, buttered chicken, grilled tuna, macaroni salad, rice and soft drinks</i> <i>Dinner - beef steak, pinakbet, prokchop, fruit salad, rice and soft drinks</i>		411,400.00						
		83 pax					[]	[]	
		83 pax					[]	[]	
		83 pax					[]	[]	
		83 pax					[]	[]	
		83 pax					[]	[]	
	6.b. Day 2: (April 6, 2016) Complimentary Breakfast - paksiw na tuna, omelette, rice and papaya <i>AM Snacks - palabok and ice tea</i> <i>PM Snacks - ham and cheese sandwich and canned juice</i> <i>Lunch - grilled tuna, shrimp sinigang, crabmeat, buko pandan, rice and soft drinks</i> <i>Dinner - karekare, four seasons, chicken barbeque, leche flan, rice and soft drinks</i>								
		83 pax					[]	[]	
		83 pax					[]	[]	
		83 pax					[]	[]	
		83 pax					[]	[]	
		83 pax					[]	[]	

Printed Name/Signature/Date

Tel. No. /Cellphone No. _____

Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Region XIII (Caraga Region) Butuan City

Name of Procuring Entity:	DILG	RFQ No. :	2016-
Office/End-User:	LGCDD	Date:	March 18, 2016
Company Name			
Address			
Business Permit No.			
TIN No.			
PhilGEPS Registration No.			

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed.

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APPROVED BUDGET FOR THE CONTRACT (ABC):
PHP 411,400.00


CHARISSA T. GUERTA
BAC Chairperson

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				Price			Compliance with Technical Specifications (please check)		
				QTY	Unit Price	Total Price	Yes	No	
	(Batch 2)								
	6.c. Day 1 : (April 7, 2016)								
	Breakfast - fried rice, beef tapa, fried egg, papaya	83 pax							
	AM Snacks - egg sandwich and canned juice drinks	83 pax					[]	[]	
	PM Snacks - moist chocolate cake and iced tea	83 pax					[]	[]	
	Lunch - grilled tuna, shrimp sinigang, crabmeat, buko pandan, rice and soft drinks	83 pax					[]	[]	
	Dinner - karekare, four seasons, chicken barbeque, leche flan, rice and soft drinks	83 pax					[]	[]	
	6.b. Day 2: (April 8, 2016)								
	Complimentary Breakfast - paksiw na tuna, omelette, rice and papaya	83 pax					[]	[]	
	AM Snacks - palabok and ice tea	83 pax					[]	[]	
	PM Snacks - ham and cheese sandwich and canned juice	83 pax					[]	[]	
	Lunch - grilled tuna, shrimp sinigang, crabmeat, buko pandan, rice and soft drinks	83 pax					[]	[]	
	Dinner - karekare, four seasons, chicken barbeque, leche flan, rice and soft drinks	83 pax					[]	[]	
	6.h. Water dispenser and glass available at the conference hall.						[]	[]	
	6.i. Free flowing coffee with cream and sugar from morning to afternoon						[]	[]	
	6.j. Meals ready at 6:30am/12:00nn/6:00pm.						[]	[]	
	7. Parking space						[]	[]	
	8. Functionality:								
	8.a. Conference room						[]	[]	
	8.b. 4 white board markers						[]	[]	
	8.c. Light, ventilation, and full airconditioning						[]	[]	
	8.d. Water supply and toilet						[]	[]	
	8.e. Stand by generator in case of power failure						[]	[]	
2 of 4									
Warranty				Price Validity					

After having carefully read and accepted your General Conditions, I/WE quote you on the item(s) at prices noted above.

Printed Name/Signature/Date

Tel. No./Cellphone No.

Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Region XIII (Caraga Region) Butuan City

Name of Procuring Entity:	DILG	RFQ No. :	2016-
Office/End-User:	LGCD	Date:	March 18, 2016
Company Name			
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APPROVED BUDGET FOR THE CONTRACT (ABC):
PHP 0.00

CHARISSA T. GUERTA
BAC Chairperson

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	8.f. Stable free wifi internet connection						[]	[]	
	8.g. Table and chair arrangement for participants and presidential table						[]	[]	
	8.h. Information/ secretariat table						[]	[]	
	8.i. Philippine flag, Podium, backdrop and welome streamer (4" X 8") (design c/o procuring entity)						[]	[]	
	8.j. 2 wireless and 3 wired microphones						[]	[]	
	8.k. One projector screen						[]	[]	
	9. Room Accommodation						[]	[]	
	9.a. Triple sharing, fully airconditioned with television, T & B with soap, shampoo, and towel						[]	[]	
	9.b. Stable free wifi internet connection						[]	[]	
	9.c. Complimentary room for secretariat						[]	[]	
	9.d. Billeting within the hotel premises						[]	[]	
	9.e. Check in at 2:00 pm Day 1; check out at 12:00 noon day 2.						[]	[]	
	9.f. Accommodation with complimentary (3 pax/room w/ complimentary breakfast and 1 extra room for the secretariat)						[]	[]	
	Batch 1								
	March 29, 2016 (2 single rooms for RP's: triple sharing only for partiipants)	80 pax					[]	[]	
	Batch 2								
	March 31, 2016(2 single rooms for RP's: triple sharing only for partiipants)	80 pax					[]	[]	
	3 of 4								

3 of 4

Warranty	Price Validity
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				QTY	Unit Price	Total Price	Compliance with Technical Specifications (please check)		
							Yes	No	
	<p>NOTE: In order to be eligible for this procurement, suppliers /service providers must submit, together with the quotation/proposal the following eligibility requirements</p> <p>1. Applicable Registration Certificate, any of the following:</p> <p> a) SEC Registration Certificate for Corporations</p> <p> b) DTI Registration Certificate for Sole Proprietorship</p> <p> c) Cooperative Development Authority Registration Certificate for Cooperatives</p> <p>2. Valid Business Permit</p> <p>3. Valid PhilGEPS Registration Certificate</p>						<div><div>[]</div><div>[]</div><div>[]</div><div>[]</div><div>[]</div><div>[]</div></div>		
4 of 4									

Warranty	Price Validity
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