

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

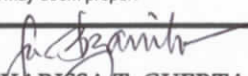
Name of Procuring Entity: DILG	RFQ No. : 2016-	
		Date: March 15, 2016
Office/End-User: LGCGD		
Company Name		
Address		
Business Permit No.		
TIN No.		
PhilGEPS Registration No.		

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.

TERMS AND CONDITIONS:

- | | |
|---|--|
| <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 23, 2016/9:00 a.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> |
|---|--|

APPROVED BUDGET FOR THE CONTRACT (ABC):
PHP 151,200.00


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 during the Conduct of the BUB Capacity Building Program for CSOs of SIBAGAT, Agusan del Sur on March 29-31, 2016 (Training Program: Leadership Skills Training)								
	Technical Specifications: 1. March 29-31, 2016. 2. Within <u>Agusan del Sur</u> 3. Accessible to commuting public 4. Function Room can accommodate 54 participants 5. Rooms can accommodate 54 guests 6. Meals, snacks and venue:		151,200.00				[]	[]	
	6.a. Day 1: (March 29, 2016) Breakfast - rice, steam vegetables, fried eggs & bulad & fruits. AM Snacks - banana cake and turmeric juice PM Snacks - choco moist cake and juice Lunch - rice, native chicken tinola, fish fillet and garden salad. Dinner - rice, beef bulalo, pork adobo, and vegetable salad and fruits.	54 pax 54 pax 54 pax 54 pax 54 pax					[]	[]	
	6.b. Day 2: (March 30, 2016) Breakfast -rice, steam vegetables, fried egg, bulad and fruits. AM Snacks - empanada and camote tops juice PM Snacks - banana cake and hot choco Lunch - rice, fish sinigang, pork adobo, vegetable salad and fruits. Dinner -rice, chicken tinola, fried chicken, vegetable salad and fruits.	54 pax 54 pax 54 pax 54 pax 54 pax					[]	[]	

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	
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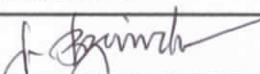
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	6.c. Day 3 : (March 31, 2016)								
	Breakfast -rice, ampalaya w/ eggs, fried bangus, fried dried fish and fruits.	54 pax					[]	[]	
	AM Snacks - baked siopao, and turmeric juice w/ kalamansi.	54 pax					[]	[]	
	PM Snacks - choco moist cake and Juice	54 pax					[]	[]	
	Lunch - rice, shrimp sinigang, pork adobo, garden salad and fruits.	54 pax					[]	[]	
	Dinner - rice, pork sinabaw, fried fish, camote tops and fruits.	54 pax					[]	[]	
	6.d. Water dispenser and glass available at the conference hall.						[]	[]	
	6.e. Free flowing coffee with cream and sugar from morning to afternoon						[]	[]	
	6.f. Meals ready at 6:30am/12:00nn/6:00pm.						[]	[]	
	7. Functionality:								
	7.a. Conference room						[]	[]	
	7.b. 4 white board markers						[]	[]	
	7.c. Light, ventilation,						[]	[]	
	7.d. Water supply and toilet						[]	[]	
	7.e. Stand by generator in case of power failure						[]	[]	
	7.f. Table and chair arrangement for participants						[]	[]	
	page 2 of 3								
Warranty				Price Validity					

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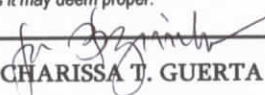
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	7.g. Information/ secretariat table 7.h. Philippine flag, Podium, backdrop and welcome streamer (4" X 8") (design c/o procuring entity) 7.i. 2 Availability of sound system 7.j. One projector screen 8. Room Accommodation 8.a. Billeting within the hotel premises 8.b. Check in at 2:00 pm Day1; check out at 12:00 noon day 2.						[]	[]																																																													
	Day 1 (March 29, 2016)	54 pax					[]	[]																																																													
	Day 2 (March 30, 2016)	54 pax					[]	[]																																																													
<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> <table style="width: 100%;"> <tr> <td style="width: 70%;">1. Applicable Registration Certificate, any of the following:</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td>a) SEC Registration Certificate for Corporations</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>[]</td> <td>[]</td> <td></td> </tr> <tr> <td>b) DTI Registration Certificate for Sole Proprietorship</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>[]</td> <td>[]</td> <td></td> </tr> <tr> <td>c) Cooperative Development Authority Registration Certificate for Cooperatives</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>[]</td> <td>[]</td> <td></td> </tr> <tr> <td>2. Valid Business Permit</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>[]</td> <td>[]</td> <td></td> </tr> <tr> <td>3. Valid PhilGEPS Registration Certificate</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>[]</td> <td>[]</td> <td></td> </tr> </table>										1. Applicable Registration Certificate, any of the following:										a) SEC Registration Certificate for Corporations							[]	[]		b) DTI Registration Certificate for Sole Proprietorship							[]	[]		c) Cooperative Development Authority Registration Certificate for Cooperatives							[]	[]		2. Valid Business Permit							[]	[]		3. Valid PhilGEPS Registration Certificate							[]	[]	
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