



BASES CONVERSION AND DEVELOPMENT AUTHORITY

2/F Bonifacio Technology Center, 31st Street Bonifacio Global City, Taguig City

Tel. No. 8575-1700 loc. 1782/1784

Email: jllanciola@bcda.gov.ph

REQUEST FOR QUOTATION

Company Name: _____

Date : **4 November 2023**

PR #: **PR0000180**

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. 8575-1785 not later than **7 November 2023**.
- 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 the immediate supervisor.

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 govt., or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.


JAYVEE LANCIOLA
 Canvasser


ALMIRA CLARIANES
 Chief Administrative Officer

TO: BCDA HEAD OF PROCUREMENT						
Per Request, Below is/are the price(s) of the article(s)/services(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)
150	ITEM	CATERING SERVICES FOR THE FORUM ON THE ROLE OF BCDA IN THE AFP MODERNIZATION PROGRAM FOR THE WESTERN COMMAND OF THE ARMED FORCES OF THE PHILIPPINES AT CAMP ARTEMIO RICARTE, PUERTO PRINCESA CITY, PALAWAN WHEN: TENTATIVE DATE ON 17 NOVEMBER 2023 AT 9AM TO 3PM (SUBJECT TO CHANGE) WHERE: CAMP ARTEMIO RICARTE, PUERTO PRINCESA CITY, PALAWAN CATERING SET-UP: COMPLETE BUFFET SET-UP (AM SNACKS AND LUNCH WITH FREE FLOWING COFFEE) INCLUSIONS: 1) WITH TABLES AND CHAIRS SET-UP 2) TABLE FOR REGISTRATION 3) TABLE NUMBER 4) POSSIBLE PLATED TO SERVE VIPS (2 TO 3 TABLES) NO. OF PAX: 150PAX APPROVED BUDGET FOR THE CONTRACT IS PHP800 PER PAX TOTAL ABC IS PHP120,000.00				
				TOTAL AMOUNT		P

Suppliers are required to submit the following Documentary Requirements upon submission of quotation:

- 1) Valid Mayor's/Business Permit
- 2) PhilGEPS Registration No.
- 3) Notarized Omnibus Sworn Statement
- 4) BIR Certificate of Registration (BIR Form 2303)

Note: A) Unnotarized Omnibus Sworn Statement (OSS) is acceptable upon submission of quotation. However, the winning



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bidder/supplier must submit the notarized Omnibus Sworn Statement (OSS) within 3 calendar days upon notification of Notice of Award. Noncompliance on the timely submission of OSS is a ground for disqualification.

B) Suppliers who have previously submitted the above documentary requirements may no longer require its re-submission except for the Omnibus Sworn Statement.

Delivery Address: Camp Artemio Ricarte, Puerto Princesa City, Palawan

Terms and conditions:

- Price : **(Inclusive of all applicable taxes)**
- Payment : **Check on delivery (COD)**
- Delivery : **1 day**
- Validity of price : **one month**
- Warranty : **N/A**

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