



Republic of the Philippines
Office of the Solicitor General
Request for Quotation

To: _____
Tel. No.: _____
Fax No.: _____
Attention: _____

Date: August 18, 2023
Quotation #: PS 023-08-112
ABC: _____

Sir/Madam:

Please quote your lowest price on the items/s listed below, stating the shortest time of delivery and submit this from duly signed by your representative.

RODRIGO L. OJENAL
SAO, Administrative Division

To be filled-out by Supplier:

ITEM NO:	ITEM & DESCRIPTION	QTY	UNIT	MEAL SET	UNIT PRICE	TOTAL PRICE
1	<p>Procurement of Food for the Conduct of Activity of Quality Management Service for September, inclusive of delivery and other charges:</p> <p>Event Title: "Workshop on the Enhancement of QMS Documentation (2nd Part)"</p> <p>Event Date: September 4, 2023; 08:00AM - 05:00PM September 5, 2023; 08:00AM - 05:00PM September 6, 2023; 08:00AM - 05:00PM</p> <p>Delivery Time: Lunch: On or Before 10:30am Snacks: On or Before 2pm Delivery Address: Office of the Solicitor General 134 Amorsolo St. Legaspi Village, Makati City</p>	43 43 43	pax pax pax			
2	<p>Event Title: "Technical Guidance on Enhancement of Operational Controls and Procedures"</p> <p>Event Date: September 27, 2023; 08:00AM - 05:00PM September 28, 2023; 08:00AM - 05:00PM September 29, 2023; 08:00AM - 05:00PM</p> <p>Delivery Time: Lunch: On or Before 10:30am Snacks: On or Before 2pm Delivery Address: Office of the Solicitor General 134 Amorsolo St. Legaspi Village, Makati City</p> <p>Minimum Inclusion: Lunch One serving of rice One serving of chicken/seafood based dish One serving of beef based dish One serving of vegetable dish</p>	43 43 43	pax pax pax			

One serving of dessert
At least one sweetened drinks or beverage
No pork ingredients to be used.

Snacks

One serving of pasta/noodle/burger/sandwich (Preferably one pasta with sandwich or Burger with fries)
At least one sweetened drinks or beverage

GENERAL REQUIREMENTS

Quality:

Delicious; Meals are prepared in proper, hygienic and safe place; Big Servings; Spill-free; Freshly made (not spoiled); Delivered at specified time; Supplier should warrant the agency that in case of spoilage and not good quality meals, they will replace and provide the same immediately.

Note: Supplier should provide at least 3 sample set for taste test and technical (esp. quality) evaluation of authorized representative of the agency on a specified date (TBA) Sample set should be identical to the proposed menu set upon delivery if awarded. The stated quantity/estimated no. of pax might differ upon actual delivery/PO. The Supplier must also provide an option for postponement, and or modification to quantity due to possible changes in quarantine protocol or agency announcements.

(Price Vat-Included)

Delivery Period: _____
Warranty: _____
Price Validity: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE

Note:

1. Please quote within ___ days from the date of receipt/posting of RFQ.
2. Bidders must submit current and valid documentary legal requirements upon sending the filled out quotation
 - a. Mayor's / Business Permit;
 - b. PhilGEPS Registration Number: _____ Membership: Platinum Red
 - c. Income / Business Tax Return (for Small Value Procurement, above Php500,000);
 - d. Omnibus Sworn Statement for Small Value Procurement (for ABC of P50,000 and above. Notarized OSS is required)
 - e. Bidders who have previously submitted the above legal requirements may no longer require its re-submission.

Sir,

I hereby certify under oath that I have personally conducted this canvass, which the price/s quoted are true and correct, and the signature of representative of the company submitting the quotation is genuine.

RHODORA T. CARDEL / ANNA LORRAINE C. ALVIAR
SIGNATURE OF CANVASSER

For more information, you may contact us:

Tel: (02) 8836-3314, (02) 8988-1674 loc 777

Telefax: (02) 8813-1174

Please send your quotation to:

rfq.oagprocurement.gov.ph