



UNIVERSITY OF THE PHILIPPINES BAGUIO

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Request for Quotation

PROCUREMENT PROJECT: Catering Services for the University Clean-up Day on 25-26 April 2022

PR No. 16395

Approved Budget for the Contract: Php 150,000.00

Date: April 20, 2022
RFQ No.: 2022.04.003
MOP: Small Value Procurement

INSTRUCTIONS:

- 1. Accomplish this RFQ correctly and properly. All entries must be typewritten and/ or legibly handwritten.
2. Bidder should attach a copy of the latest Mayor's/ Business Permit, PhilGEPS Registration Number, Omnibus Sworn Statement (for ABCs above Php 50,000.00).
3. Submit your quotation at SUPPLY AND PROPERTY MANAGEMENT OFFICE (SPMO), UNIVERSITY OF THE PHILIPPINES BAGUIO, GOVERNOR PACK ROAD, BAGUIO CITY or you could email your quotation to spmo.upbaguio@up.edu.ph NOT LATER THAN 8:00 AM on 24 April 2022.
4. Failure to follow these instructions will disqualify your entire quotation.

Please quote at your lowest government price (including VAT) on the item/s listed below, and state the time of which you can make delivery. The statement below shall be the basis for the evaluation and calculation of your quotation.

Signature of Rodolfo T. Syat, Jr.
RODOLFO T. SYAT, JR.
Chief, SPMO

Table with columns: ITEM NO., GENERAL DESCRIPTION, Compliance with technical specifications (Pls. check) YES/NO, UOM, QTY, UNIT PRICE, TOTAL PRICE, QUOTED UNIT PRICE, TOTAL QUOTED PRICE. Includes rows for catering services and a total row.

After having carefully read and accepted your General Conditions, I/We quote you on the Item at prices noted above.
Name of the Company:
Address:
Name of Representative:
Position:
Signature:
Tel. No.:
Fax No.:
Email Address:
Date: