



Republic of the Philippines
DEPARTMENT OF JUSTICE
OFFICE OF THE CITY PROSECUTOR
 New Hall of Justice Bldg., Gen. Luna St.
 Christian Village, Aplaya
 Digos City

Purchase Quotation No.: 2021-YEPAMEAL-03

REQUEST FOR QUOTATION

The **Office of the City Prosecutor – Digos City**, through the Regional Prosecution Office XI Bids and Awards Committee (BAC) is inviting interested parties to submit proposal/price quotation for the following item/s listed below:

Name of Project : Meals (Snacks and Lunch) for the **OCP-Digos Participants** to the Online 2021 NPS XI Year End Conference and GAD Seminar

Location : **Office of the City Prosecutor – Digos City**
 New Hall of Justice Bldg., Gen. Luna Street, Christian Village, Aplaya
 Digos City

Approved Budget : **₱ 12,000.00**
 for the Contract

Delivery Period : **December 10, 2021**

The complete schedule of activities is listed as follows:

ACTIVITIES	SCHEDULE
Issuance of Price Quotation/Form	23 Nov 2021 to 26 Nov 2021
Submission of Proposal/Price Quotation	29 November 2021 @ 2:00pm
Opening of Proposal/Price Quotation	29 November 2021 @ 2:30pm

BILLING ARRANGEMENT:

Payments will be settled via (LDDAP – ADA) **SEND BILL** through the Financial Service, Department of Justice, Manila.

General Conditions:

- All entries must be legibly written;
- Suppliers must indicate only one quote per item, multiple quotations are grounds for disqualification from participating in the procurement at hand;
- Quoted prices must be inclusive of taxes and other charges of fees and shall not exceed the Approved Budget for the Contract (ABC);
- Bidders must indicate warranties, and other terms and condition when applicable.
- Bidders must submit copies of the following documents: **1. Mayor's Permit; 2. PhilGEPS Registration Number (or Certificate); 3. Omnibus Sworn Statement (For ABCs above P50,000.00)**

Please quote your lowest price on the item/s listed in the succeeding page, subject to the General Conditions indicated therein and submit your quotation duly signed by your representative to the **Administrative Officer of the Office of the City Prosecutor – Digos City** or thru the authorized canvasser of the said office not later than NOV 29 2021.

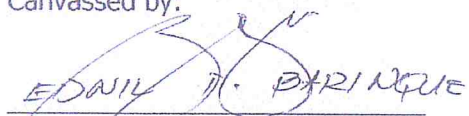
This office shall reserve the right to reject any or all proposals/price quotations, if there are defects therein, accepts the offer most advantageous to the government, and assumes no responsibility whatsoever to compensate or indemnify suppliers for any expenses incurred in the preparation.

JEHRAMEEL S. LIBRE
 City Prosecutor

ITEM NO.	QTY	UNIT	ARTICLE / MERCHANDISE / SPECIFICATION	A B C (Pesos)	UNIT PRICE
1	20	pax	A.M. Snack (P150.00/pax)	3,000.00	
2	20	pax	Lunch (P300.00/pax)	6,000.00	
3	20	Pax	P.M. Snack (P150.00/pax)	3,000.00	

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices above and bind ourselves to deliver the above articles/merchandise on **December 10, 2021** at the place stipulated in Approved Purchase Order/Contract.

Canvassed by:


 Name of Canvasser

Name of Supplier:

 Name of Company/Supplier/Bidder

 Taxpayers Identification No.

 Name and Signature of Authorized Representative

 Contact No.

 PHILGEPS Registration No.