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	Date:	

## **REQUEST FOR QUOTATION**

## Gentlemen:

Please quote your lowest government price (s), stating the shortest time of delivery on the item(s) listed below and submit your quotation duly signed by your representative through email or sealed envelope directed to the Chairperson, Bids and Award Committee of this office on or before November 06, 2023.

If you do not have the exact item on request, please feel free to offer the equivalent or possible substitute.

NECITAS D. LARGO
BAC Chairperson

Tool and Accommodation for the Induction Program for ECCD Service Providers from Cities/Municipalities/Province (Batch 11)  Venue: BOHOL Guaranteed No. of Person: 80 Pax On the 2nd Day Actual no. of Pax Expected: 100 pax Room Accommodation: - Triple Sharing individual bed w/ complete amenities - November 22, 2023 - Check-In - 2:00PM - November 24, 2023 - Check-Out - 12:00NN Meals Requirement: November 22, 2023 - PM Snack and Buffet Dinner November 22, 2023 - Buffet Breakfast, AM Snack, Buffet Lunch, PM Snack, and Buffet Dinner November 24, 2023 - Buffet Breakfast and AM Snack Conference Room: good for 100pax - Conference Set-up (Rectangular Table) - Secretariat Table - W/ Free strong Access in WIFI - One (1) LCD with wide screen - Sound System and Extension Cord - 4 units of Wireless Microphones - With fere flowing coffee, tea and candies - Backdrop (min. of 6' x 8') & Welcome Streamer (min. of 3' x 4') - (2) White/Black Board w/ whiteboard pen and eraser  Other Requirements to be submitted: Philgeps Registration Number Mayor's Permit Income/Business Tax Return Omnibus Sworn Statement Annex A Conditions: Terms of Payment: Send Bill Quotation - inclusive of VAT For any queries, you may Contact Nos. (02)8571-8633/(02) 8571-4615	OTV	LIMIT	Description	Hait Daine	Tatal
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After having carefully read and accept your requirements, I/we quote you on the above items and bind ourselves to deliver the above articles and description within the specified dates. The quotations are good up to 60 calendar days

	SUPPLIER
Signature	
Name	
Office/Company Name	
Address	
Telephone/CP. Nos.	