



Republic of the Philippines  
**SUGAR REGULATORY ADMINISTRATION**  
Araneta St., Singcang, Bacolod City 6100 Philippines

November 13, 2024

Date

## REQUEST FOR QUOTATION

Please quote your LOWEST NET PRICE to the Government on the items listed below, giving full and detailed description of your offers, stating the shortest time of delivery and submit your quotation in a sealed envelope, addressed to the Sugar Regulatory Administration.

Deadline of Submission: **Not later than**

20 NOV 2024

Very truly yours,

Note: Return this form duly accomplished in a sealed envelope.

For canvassing only.

EVELYN D. PORTALLO

Administrative Officer III/RBAC Secretariat

JR No.	2024-11-1989	DESCRIPTION	Offer
		<u>Research Development and Extension</u> <u>Extension Services Division - Visayas</u>	
Unit	Qty.		
		<i>Supply of catering services for the conduct of ESD Visayas Year-End Assessment and Action Planning Workshop on December 3-6, 2024</i>	
lot	1	<i>Catering Services</i>	
		<i>December 3, 2024</i>	
		<i>Lunch, PM Snacks and Dinner</i>	
		<i>December 4, 2024</i>	
		<i>Breakfast, AM Snacks, Lunch, PM Snacks and Dinner</i>	
		<i>December 5, 2024</i>	
		<i>Breakfast, AM Snacks, Lunch, PM Snacks and Dinner</i>	
		<i>December 6, 2024</i>	
		<i>Breakfast, AM Snacks, Lunch</i>	
		<i>for 150 pax</i>	
		<i>Note: Within or near Murcia, Negros Occidental</i>	
		<i>**Subject to the actual number of participants</i>	
		ABC: Php: <b>517,500.00</b>	Total
		Charged to : 24-07590-01	

Please indicate:

In case of purchase of goods:TIN \_\_\_\_\_ Place of Delivery \_\_\_\_\_ Date of Delivery \_\_\_\_\_

Delivery Term \_\_\_\_\_ Payment Term \_\_\_\_\_

In case of labor:TIN \_\_\_\_\_ Completion Period \_\_\_\_\_ Warranty Period \_\_\_\_\_

### SUGAR REGULATORY ADMINISTRATION

This is to certify that the price/s quoted above is the lowest we can offer,taxes included and that no monetary consideration,gift or in hand whatever is involved in case part or whole items quoted will be awarded to us. The prices quoted is good until \_\_\_\_\_ and can be delivered within \_\_\_\_\_ working calendar days from receipt of the Purchase Order.

Canvassed by:

Date

(Owner/Authorized Rep.)

Telephone No.

Date

**Extension Services Division – Visayas**  
**Year-End Assessment & Action Planning Workshop**  
December 3-6, 2024

**Budgetary Requirement:**

**Catering Services:**

Date	No. of Participants	Particulars	Unit Cost	Total
December 3, 2024	150	Lunch	300.00	45,000.00
	150	PM Snacks	100.00	15,000.00
	150	Dinner	300.00	45,000.00
December 4, 2024	150	Breakfast	250.00	37,500.00
	150	AM Snacks	100.00	15,000.00
	150	Lunch	300.00	45,000.00
	150	PM Snacks	100.00	15,000.00
	150	Dinner	300.00	45,000.00
December 5, 2024	150	Breakfast	250.00	37,500.00
	150	AM Snacks	100.00	15,000.00
	150	Lunch	300.00	45,000.00
	150	PM Snacks	100.00	15,000.00
	150	Dinner	300.00	45,000.00
December 6, 2024	150	Breakfast	250.00	37,500.00
	150	AM Snacks	100.00	15,000.00
	150	Lunch	300.00	45,000.00
<b>Total</b>				<b>517,500.00</b>

**Accommodation (Inclusion of Entrance Fee for 150 pax):**

Date	No. of Pax	Particulars	Unit Cost	Total
December 3, 2024	150	Accommodation	900.00	135,000.00
December 4, 2024	150	Accommodation	900.00	135,000.00
December 5, 2024	150	Accommodation	900.00	135,000.00
<b>Total</b>				<b>405,000.00</b>