



Poro Point Management Corporation

A member of the BCDA Group

Gov. Joaquin L. Ortega Avenue, Poro City of San Fernando, La Union

Tel No. 242 0684 Email address: ppmbacsecretariat@gmail.com

REQUEST FOR QUOTATION

Date: _____

Business Name _____

Business Address _____

PhilGEPS Reg. No. _____

TIN _____

Tel No. _____

E-mail address _____

Please quote your lowest price for the **Lease of venue with meals and hotel accommodation** using this form or your letterhead following the format below. Please take note of the following details.

1. The Approved Budget for the Contract (ABC) is **One Hundred Twenty Three Thousand Pesos** (Php123,000.00).
2. Any quotation in excess of the ABC will be automatically rejected. Poro Point Management Corporation is VAT Registered.
3. Quotation must be submitted on or before **November 23, 2023 at 12:00 pm.**
Quotation must be submitted in sealed envelope for manual submission at PPMC Administration Building, Governor Joaquin L. Ortega Avenue, Poro Point Freeport Zone, Poro, City of San Fernando, La Union on or before **November 23, 2023 at 12:00 pm.**
4. Mode of Procurement: NP 53.9 –Small Value Procurement
5. Send the said quotation together with the following documents:
 - a. Mayor's/Business Permit
 - b. PhilGEPS Registration Number
 - c. Omnibus Sworn Statement

N.B. Procuring Entities already maintaining an updated file of any of the bidder's abovementioned requirements, whether through the PhilGEPS Certificate of Registration and Membership or its own records, may no longer require its re-submission.

PPMC reserves the right to accept or reject any or all of the quotations or formally waive any defect or minor deviations therein, or to accept quotation/s as may be considered most advantageous to the government or to pursue appropriate legal action should the winning supplier refuse to accept the award without justifiable reason/s.

CARLO S. ESCALONA

Procurement Officer

CHARLOTTE C. BANDOLIN

Administrative Officer

Per request, below is/ are the price(s) of the article(s)/ service(s) as indicated in the Unit Price:

Quantity	Unit	Specifications	Approve Budget for the Contract Php123,000.00	Unit Cost (VAT – Inclusive)	Total Cost (VAT – Inclusive)
1	Lot	LEASE OF VENUE WITH MEALS AND HOTEL ACCOMMODATION A. MEETING/FUNCTION/REQUIREMENTS - Board room type, U-Shaped arrangement for 15 persons and additional secretariat table - Provisions of sound system, microphones, LCD projector and screen and teleconferencing for hybrid meeting - WiFi connectivity - Free flowing coffee and tea - Buffet lunch and plated PM snacks for 20 pax			

		B. MEETING/FUNCTION/REQUIREMENTS - 6 rooms for November 23-25,2023 (2 single bed room, 4 twin beds)			
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Payment Term
Delivery
Price Validity

COD
November 23-25, 2023
30 Calendar Days

We hereby certify that we have prepared, checked and reviewed tis quotation. This quotation is valid unless revoked in writing which should be made prior to our receipt of your Purchase Order.

Name of Authorized Representative

Signature

Position Title/ Designation
