



PORO POINT MANAGEMENT CORPORATION

A Member of the Bases Conversion and Development Authority

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

CP# 09773531027 Email address: ppmcbacsecretariat@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 **Two Hundred Twenty Thousand Pesos and 00/100.** (Php220,000.00).
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 **January 21, 2024 at 10:00 AM**
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 **January 21, 2024 at 10:00 AM**
Quotation submitted by email should be sent to the following email address: **ppmcbacsecretariat@gmail.com**
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.

On Seaport Duty
MR. DINO D. PAOLO GARCIA
Procurement Assistant

MR. CARLOS S. ESCALONA
Procurement Officer

MS. 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	Approved Budget of the Contract Php113,000.00	Unit Cost (VAT – Inclusive)	Total Cost (VAT – Inclusive)
1	LOT	<u>Lease of venue including meals and hotel accommodation within Clark Free Port Zone, Pampanga on January 25, 2025</u> a. Function room on January 24, 2025, inclusive of the following: -use of venue from 10AM to 6 PM -free pads and pencils -provision of basic sound system including a projector and screen and cords for Zoom meeting -free flowing coffee -complimentary Wi-Fi access for meeting attendees b. 30 pax buffet lunch and PM snacks to be served on January 24, 2025			



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		<p>c. Hotel rooms:</p> <p><u>Two (2) standard, single occupancy rooms, inclusive of breakfast</u></p> <p>-Check-in: January 24, 2025</p> <p>-Check-out: January 25, 2025</p> <p><u>Three (3) standard, double occupancy rooms, inclusive of breakfast</u></p> <p>-Check-in: January 23, 2025</p> <p>-Check-out: January 25, 2025</p> <p><u>Two (2) standard, single occupancy rooms, inclusive of breakfast</u></p> <p>-Check-in: January 23, 2025</p> <p>-Check-out: January 25, 2025</p>			
				Total	

TERMS AND CONDITIONS:

Payment Term

COD

Delivery Period

On January 23-25, 2025

Price Validity

30 Calendar Days

We hereby certify that we have prepared, checked and reviewed this 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
