

****Mandatory to fill in****

COMPANY NAME:	Quotation No. 22-10-718
CONTACT No.	Purchase Request No. G-2022-10-0961
Address:	Purpose: Performance Management Team Conference/Review
TIN No.	ABC: 400,000.00
PhilGEPS Registration No.	Delivery Period: 7 Calendar Days upon receipt of Purchase
EMAIL ADDRESS:	Order

1. Please **quote your lowest price** on the item/s listed below **comprising the necessary taxes**.
2. It is mandatory to **indicate the brand and/or model** of the items being offered and to **attach a brochure** thereof whenever applicable
3. Indicate the **warranty period** in cases of equipment or whenever applicable.
4. Forthwith submit the accomplished quotation **duly signed by your representative**.
5. Suppliers are required and mandated to attach and submit the following documentary requirements:
a) Valid Mayor's/ Business Permit; b) BIR Certificate of Registration; c) Authority to Print Receipt; d) PhilGEPS Membership Certificate and e) Omnibus Sworn Statement
6. All items must conform with the **internationally accepted standard** and **sub-standard items shall not be accepted**.

ITEM NO.	ITEM & SPECIFICATION	QTY/UNIT	BRAND & MODEL OFFERED	UNIT PRICE	TOTAL PRICE
1	Venue for Performance Management Team Conference/Review	1 lot			
	Details: Place of Venue - Clark Pampanga Freeport Zone Date - November 9-11, 2022 Arrangements: (15pax) (7) Room (Single Occupany) (1) Room (Double Occupancy) (2) Room (Triple Sharing) Function Hall that can accommodate 15 pax - Overflowing coffee/tea for the conference - Basic sound system, projector and screen, microphone, etc. Full Board Meals Breakfast, AM Snacks, Lunch, PM Snacks, Dinner *Buffet if possible				
	NOTE: Please attach brochure and indicate days of delivery				

By the authority of the University President.

DR. DOLLY P. MAROMA
BAC Chairman

Canvassed by:

Name and Signature