



University of the Philippines Visayas

Miag-ao, Iloilo, Philippines 5023

SUPPLY AND PROPERTY SERVICES OFFICE

Telefax: (033)-315-8141/(033)-315-9858

REQUEST FOR QUOTATION

Date : March 12, 2024
 Quotation Number : 2024-03-032
 Mode of Procurement : SVP
 MPS Number : Q024-010 M

Please quote us your best offer on the item/s listed below, subject to the terms and conditions.

- Submit **sealed quotations** to Supply and Property Office (SPSO) or EMAIL to: sps0.upvisayas@up.edu.ph
- Indicate company name, address, and quotation number on the envelope or in your email subject.
- Affix full signature over printed name.

Please address to: **EMILIZA C. LOZADA**
CHIEF, SUPPLY AND PROPERTY SERVICES OFFICE
Miagao, Iloilo

DEADLINE : March 15, 2024

Emiliza C. Lozada
EMILIZA C. LOZADA
 SPSO Chief *010 3-12-24*

Item No.	Qty	Unit	Item and Description	ABC	Offered Brand or Model	Unit Price
1	1	Job	Overnight Accommodation with venue for Two Days and One Night (Overnight Accommodation for the conduct of "OVCRE Operations Review and Strategic Planning Workshop 2024" including 1 Breakfast, 1 AM Snack, 2 Lunches, 2 PM Snacks and 1 Dinner) for 50 pax on April 1-2 with the following menu: Day 1) Lunch – Rice, Vegetable Viand, Chicken Viand, Pork Viand, Side Dish, Dessert, Bottled Water and Soft drink PM Snack – Spaghetti, Bread, Soft drink, Coffee, Hot Chocolate and Bottled Water Dinner – Fish Viand, Meat Ball Viand, Side Dish, Dessert, Bottled Water, Soft drink and Rice Day 2) Breakfast – Pork Meat Viand, Egg Viand, Rice or Fried Rice, Coffee, Milo, and Hot Choco AM Snack – Pork Viand, Bread, Coffee, Milo, Hot Choco, and Bottled Water Lunch – Rice, Beef Viand, Dessert, Soup Viand, Bottled Water and Soft drink Afternoon Snack - French Toast and Bottled Water	140,000		
			EARMARKED: MF03 502-02-010-02 2024-03-167 RCWPPS	140,000		

Our Terms and Conditions

1. DELIVERY PERIOD: **April 1-2, 2024**
2. PLACE OF DELIVERY: **Iloilo**
3. PRICE VALIDITY: **15 days**
4. FREE WARRANTY OF: **NA**
5. PAYMENT TERMS: **30 days**

After having carefully read and accepted your terms and conditions, I/We quote you on the item/s at prices noted above.

FAXED:

Date: _____ Time: _____

Personally Distributed:

Printed Name / Signature

Tel No. / Cellphone No. / E-mail Address

Received by: _____
Signature over Printed Name

Date

Date