



06 December, 2024

Date

REQUEST FOR QUOTATION

Sir/Madam:

Please quote your lowest net prices, taxes, including Government discount terms, and period of delivery of the following items listed hereunder for the account of the official use of the **Civil Aviation Authority of the Philippines (CAAP), Area Center V**, in connection with the implementation of the **Catering Services For The CAAP Bicol International Airport Christmas Celebration 2024** project. It is requested that price quotations be submitted in an envelope, duly sealed, **to be opened by our Canvass and Contract Committee (CCC) not later than 2:00 p.m. on 10 December 2024** at the **CAAP's physical address at the BAC/CCC Office, Ground Floor, Admin Bldg., Bicol International Airport (BIA), Daraga, Albay.**

| ITEM NO. | UNIT | QTY. | DESCRIPTION (LOCATION: BIA, DARAGA, ALBAY) | UNIT PRICE | TOTAL |
|------------------------------------|------|------|--|------------|-------|
| 1. | lot | 1 | MEALS/DINNER FOR 412 PAX - Steamed Rice - Three (3) Viands - Vegetables - Juice | | |
| | | | Inclusive of: • Skirted Buffet Table • Free use of Tables w/ cover • Free use of Chairs w/ cover • Utensils • Family Serving for VIPs • Assisted Buffet for Guests • Waiter and Food Attendants • Mineral Water & Tube Ice Date of Activity: 20 December 2023 | | |
| TOTAL AMOUNT OF QUOTATION | | | | | |
| -x-x- nothing follows -x-x- | | | | | |



Quotations not accompanied by current Mayor's/Business Permit, Phil-GEPS Registration Number; and Proposed Menu for the Dinner, shall be automatically disqualified. Your prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded.

Quotations will be opened in the presence of the Bidders' representatives who choose to attend at the address below.

Quotations must be delivered to the **Civil Aviation Authority of the Philippines, Area Center V at its physical address at the BAC/CCC Office, Ground Floor Admin Bldg., Bicol International Airport, Daraga, Albay not later than 2:00 p.m. on 10 December 2024.**

Online submission is not allowed and late quotations shall not be accepted. All quotations together with the required documents should be placed in a **sealed envelope** marked **Catering Services For The CAAP Bicol International Airport Christmas Celebration 2024.**

TERMS OF REFERENCE

| | |
|---------------------|--|
| Name of Project | Catering Services For The CAAP Bicol International Airport Christmas Celebration 2024 |
| Approved Budget | One Hundred Forty-Four Thousand Two Hundred Pesos (Php 144,200.00) |
| Delivery Period | One (1) day. |
| Delivery Location/s | Supply Office, Ground Floor Admin Bldg., Bicol International Airport, Daraga, Albay |
| Delivery Conditions | 1. Acceptance of delivery shall be made from 8:00 A.M to 5:00 P.M only during regular working days. 2. The CAAP-BIA Inspection Committee shall have right to inspect and/or test the goods delivered to check their conformity to the technical specifications. 3. In case of failure to make the full delivery within the prescribed delivery period, a penalty of one-tenth (1/10) of one (1) percent shall be imposed per day of delay. |



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

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| Terms of Payment | Payment upon full delivery and subject to usual government accounting rules and regulations. |
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Very truly yours,


EPIFANIO O. PRINIA, JR.
Chairperson, Carvass and Contract Committee



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CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

EPIFANIO O. PRINIA, JR.

Chairperson, Canvass and Contract Committee
Civil Aviation Authority of the Philippines
Bicol International Airport
Daraga, Albay


Sir:

In connection with the above Request for Quotation, I/We propose to furnish deliver in conformity with specification of the articles in which I/We quoted, and insofar as controlled items are concerned, the price quotation I/We have made in accordance with those approved by the Price Control Council.

Signature Over Printed Name of Dealer/Supplier

TO WHOM IT MAY CONCERN:

This is to certify that I have personally served this Request for Quotation for the project **Catering Services For The CAAP Bicol International Airport Christmas Celebration 2024** to the above-named dealer/supplier in accordance with the existing regulations.


LINDA MARIE D. OGENA
Canvasser

