



Republic of the Philippines Department of Migrant Workers

OVERSEAS WORKERS WELFARE ADMINISTRATION Regional Welfare Office - MIMAROPA

8th Floor - Marc 2000 Tower, 1973 Taft Avenue Corner San Andres, Malate, Manila Tel. No.: (02) 8353-9016 | (02) 8353-8986 | Email: region4b@owwa.gov.ph

P.R. No.: 2025-05-0113 Date: MAY 2 9 2025

REQUEST FOR QUOTATION | PROPOSAL

COMPANY NAME: COMPANY ADDRESS:

To whom it may concern:

LOURISSEV. DULFO
Supply Officer (Designate)

GERALD "DIND!" M. TAN
Regional Pirector

NO.	SPECIFICATIONS	QTY	UNIT	APPROVED BUDGET FOR CONTRACT	UNIT COST	TOTAL
1	Meals (AM Snacks, Lunch, PM Snacks)	50	pax	32,500.00		
2	Venue w/ Decoration (50 pax)	1	unit	15,000.00		
	Inclusion:					
	Sound System					
	Microphone (2)					
	Projector w/White Screen					
	Stable Wifi					
	Table & Chairs					
	Free Flowing Coffee, Water & Tea					
	Date of activity: June 14, 2025					
	Place of activity: San Jose, Occidental Mindoro					
****	**** Nothing Follows ****	****	****	***	***	****

Delivery Date: June 14, 2025

Terms of Payment: Price Validity:

Additional Documentary Requirements:	Company Name	
1. Updated Philgeps Certificate or Registration Number		
2. Valid Mayor's Business Permit		
3. Latest BIR Registration	Signature over Printed Name	
4. Omnibus Sworn Statement - Submitted within five	Authorized Representative	
(5) days upon acceptance of NOA (Notice of Award)		
	Designation	
Note: Bidders may also submit their bid proposal and		
supporting documents throug email address:	Company Tel. Fax Mobile No.	
region4b@owwa.gov.ph		
	Date	





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N BAGONG PHIPMAS

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GENERAL CONDITIONS:

- 1. Entries must be typewritten | if handwritten, it must be clear and legible;
- 2. Bidders must submit certificate of PHILGEPS Registration;
- 3. Bidders must submit necessary business permits (SEC, LGU, DTI, CDA, etc.);
- 4. All quotation can be submitted through the following means: a) in a SEALED ENVELOPE, or b) thru ELECTRONIC MAIL, or c) FACSIMILE. Label the envelope with the following:
 - a. Bidder's Company Name
 - b. PHILGEPS Reference No.
 - c. Project Title | Name
 - d. PR No.
- 5. Item(s) delivered must have warranties for unit replacements, parts, labor or other services;
- 6. Quoted prices must be inclusive of taxes and shall not exceed the Approved Budget for the Contract (ABC);
- 7. Proposal | Quotation submitted without signature of the authorized signatory shall not be accepted;
- 8. Proposal I Bid modifications submitted beyond the scheduled deadline shall not be considered;
- 9. Price quoted | submitted on the deadline shall be considered as final and unalterable;
- 10. Use of non-discretionary | non-discriminatory selection criteria as tie-breaking method in case of two or more bidders determined and declared as the Lowest Calculated and Responsive Bidder (LCRB) in accordance with GPPB Circular No. 06-2005;
- 11. The OWWA reserves the right to accept or reject any bid, to annul the bidding process, and to reject at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.