



Republic of the Philippines
VISAYAS STATE UNIVERSITY
OFFICE OF THE HEAD FOR PROCUREMENT

REQUEST FOR QUOTATION

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Name of Supplier: LOVEJOY CATERING SERVICES

Address of Supplier: ZONE 1, GUADALUPE (UTOD), BAYBAY

Contact No. & E-mail Address: (+000) 000-0000 / 0936-558-3942 & lovejoy.catering@gmail.com

Canvass No: C-2022-556

Date: 09-01-2022

Mode of Procurement: NP - Small Value Procurement

Delivery Period: within 15 calendar days from receipt of P.O

Deadline for Submission of RFQ: 7 Calendar days

Item No	Articles (Complete description and specification)	Brand and Model**	ABC	Qty.	Unit	Unit Price	Total Price	Authorized By:
1	Meals (Lunch) 150.00		150.00	60	packs	148		JESSAMINE C. ECCLEO Head, Procurement
2	Snacks*		50.00	110	set	46		Canvassed By:
3	Softdrinks, at least 295ml, assorted		15.00	100	btl's	18		LESTER G. LAYOLA Canvasser
4	Assorted coffee, milk and cocoa powder, sugar etc for In House Review committee and evaluators*		3,000.00	1	pcs	2008		Signature of Authorized Canvasser I hereby certify that I am in a position to furnish the articles at the prices shown and in quantities called for
5	Breakfast (150.00)		150.00	40	packs	148		(Printed Name & Signature of Supplier)
6	Dinner*		150.00	20	pcs	148		
	xxxxxxxxxxxxxxxxxxxx Nothing follows xxxxxxxxxxxxxxxxxxxxxxx							
	September 6-7, 2022							

*Please see attached specification
**If item does not have a brand/model specify "brandless" or "ordinary" or the place of origin of the item or a picture of the item, whichever is convenient to you.

End-User: ODPDM

Purpose: To serve Meals and Snacks during GIS Training

☐ Baybay ☐ Ormoc ☐ Manila
☐ Tacloban ☐ Samar ☐ Cebu
☐ Leyte ☐ So. Leyte ☐ Davao

Instructions:

- Please quote your **best offer** for the items listed above in your **least government price** inclusive of taxes, delivery, and other applicable charges.
- Accomplish this RFQ correctly and accurately. Please put initials for erasures.
- Submit along with this RFQ the attached needed documentary requirements. Bidders who already submitted an updated file of the needed documentary requirements in VSU need not to re-submit.
- Quotations that are above the set ABC or with no indicated brand and model shall be rejected.
- Submit this RFQ within the set deadline for submission indicated above. Late bids will not be accepted.

Documentary Requirements:

- Business Permit
- PhilGEPS Registration No.
- Income / Business Tax Return



97-C-2022-556