

HRAS - PROCUREMENT

REQUEST FOR QUOTATION
Sealed Bidding

PR No.: BSMED - 53086

Date: 11/04/2022

R.F.Q. No.: 202211-12208

Delivery as scheduled

Gentleman:

Please quote hereunder your lowest possible price(s) for the following item(s) which is/are urgently needed by this office. It is requested that the quotation be signed, sealed or stamped and submitted to the Supply Section, Ground Floor Department of Trade and Industry, 361 Sen. Gil J. Puyat Avenue, Makati City, Metro Manila.

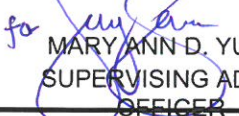
NO	QUANTITY	UNIT	ARTICLE	UNIT PRICE	TOTAL PRICE
	1.0	UNIT	<p>Hotel Accommodation for Training Venue rental and meals for the conduct of the National Consultation Workshop for the Evaluation of the MSME Development Plan (MSMEDP) 2017-2022 and Drafting of MSMEDP 2023-2028</p> <p>Date and time of event: 29 November 2022, 8:00 AM to 5:00 PM (with extra 1 hour allowance for ingress, and extra 1 hour allowance for egress)</p> <p>Office: Department of Trade and Industry-Bureau of Small and Medium Enterprise Development (BSMED)</p> <p>No. of participants: 100 participants</p> <p>Meals (Halal): AM Snacks: plated-set of sandwich</p>		

Remarks All item should be treated as one lot. Please note on the delivery term indicated above.
ABC: 300,000.00

Prepared by:

PAULA CAMILLE B. INCAPAS
ADMIN. OFFICER II

Very truly yours,

for 
MARY ANN D. YULAS
SUPERVISING ADMIN.
OFFICER

DTI SHOPPING COMMITTEE

Department of Trade and Industry

As per your request, I/We have indicated the prices of the above mentioned articles on the Unit Price and Total Price columns.

Date Submitted

Signature over Printed Name

POSITION:

COMPANY:



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			and juice; Lunch: buffet-set of vegetable salad, soup, dessert (assorted pastries and fresh fruits), beverage (juice), rice, and 3 viands: beef, chicken, vegetable; PM Snacks: plated-set of pasta and juice. -Must have at least one (1) staff to oversee/handle food concerns. -Buffet table must be inside the venue. Hotel location: The venue must be within Makati City Other Requirements: -Use of function room with flowing coffee and tea, pencils and pads, basic sound system (with at least two microphones), two projectors and two white screens, whiteboard/ flipchart and markers, podium		

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			<ul style="list-style-type: none">-Round table, maximum of 8 persons each table-Registration table available at the room entrance-Available upon canvassing, not waitlisted-Accessible location, excellent site condition, and near to service facilities-With complimentary parking spaces-Pleasing structural condition-Room equipment, including tables and chairs, are regularly sanitized/disinfected-Conference room can accommodate 100-120 participants-Well-lighted, well-ventilated, and good air conditioning-Complimentary WiFi-Ample function room space for activities/workshop-Clean comfort rooms with sufficient water		

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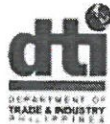
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			supply, regularly sanitized/disinfected, and must be on the same floor of the venue (function room) -Functional elevators -Available firefighting equipment and designated fire escapes -Available audio-visual equipment in perfect working condition; AV tech to be present during ingress; standby AV tech during event proper for any technical assistance -Great security and well-maintained facilities		

*****NOTHING FOLLOWS*****

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