



Republic of the Philippines
National Economic and Development Authority
Regional Office XI, Davao City

REQUEST FOR QUOTATION

Date: April 19, 2022
Bid No. RDC-2022-04-02

Name of Dealer/Company

Address

Contact Person

Telephone/ Fax/ Email

Gentlemen/Mesdames:

Please quote your lowest prices on the goods/services specified on page 2 of this request. NEDA XI will apply the sum of **Two Hundred Forty Three Thousand Pesos (P243,000.00)** being the Approved Budget for the Contract (ABC) to payment of goods/services. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Pursuant to Sections 106 and 108 of the Tax Code, NEDA XI shall deduct or withhold applicable taxes on account of each purchase of goods and/or service (i.e. 5% VAT and 2% Expanded Withholding Tax for services or 5% VAT and 1% Expanded Withholding Tax for goods).

Please accomplish your quotation and deliver to the address below on or before **April 26, 2022**. You may enclose descriptive brochures, catalogues and/literature related to the specified items.

If you do not have the exact item/s as specified, feel free to offer its equivalent or possible substitute. In case of exclusive manufacturers/distributors in the locality, state so in your quotations.

NEDA reserves the right to accept or reject any quotation, to annul the bidding process, to reject at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders and reserves the right to reject bids that did not meet the specifications and/or submitted beyond the deadline specified above.

Very truly yours,

Maria Lourdes D. Lim

MARIA LOURDES D. LIM, CESO II

Regional Director and
Head of Procuring Entity

For further information please refer to:

GILBERTO A. ALTURA

BAC Chairperson and Assistant Regional Director
National Economic and Development Authority XI
NEDA-RDC XI Center, Bangkal, Davao City
Fax: 296-0163/Email: nedaroxi@nedaxi.net





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NO.	QTY	UNIT	ARTICLE AND DESCRIPTION	UNIT PRICE (P)
1	135	persons	<p>Conduct of SORA cum 2nd Quarter 2022 RDC XI Full Council Meeting on June 14, 2022</p> <p>Lease of venue with the use of function room and amenities including power usage and food with catering services for 135 persons at 8:00 a.m. to 5:30 p.m., as follows:</p> <p><u>June 14, 2022</u></p> <ul style="list-style-type: none"> - AM Snack - Buffet Lunch - PM Snack <p>Strictly <u>NO PORK</u> in all food to be served</p> <p>With FREE flowing coffee, tea and water all throughout the duration.</p> <p>Amenities:</p> <p><i>Rostrum, Sound system w/at least (5 units) microphone</i> <i>1 LCD Projector Screen</i> <i>(4 units) Extension wires</i> <i>Phil. flag w/ stand and national anthem tape/CD</i> <i>Registration and secretariat's tables</i> <i>Lobby signage and backdrop</i> <i>Stand-by waiters and technician</i></p>	P _____
			Total	P

Printed Name and Signature

Name of Dealer/Company

