



Republic of the Philippines
Department of Justice
PAROLE AND PROBATION ADMINISTRATION
DOJ Agencies Bldg., NIA Road corner East Avenue,
Diliman, Quezon City 1101
Telefax (02) 927-6821 or Email: dojppapropertysection@gmail.com



RFQ No. 2024 - 104

REQUEST FOR QUOTATION

Line Item No.	Description	Procurement Mode	Quantity	Unit	Unit Price	TOTAL
1	Catering Service on November 20-22, 2024	SVP	1	Lot		
	Venue: PPA Multi-purpose Hall, 3/F DOJ Agencies Building, NIA Road, East Ave., Diliman, Quezon City					
	Day 1 – November 20, 2024					
	AM Snacks – 32 pax					
	LUNCH (managed buffet) – 32 pax					
	PM Snacks – 32 pax					
	Dinner (managed buffet) – 32 pax					
	Day 2 – November 21, 2024					
	AM Snacks – 32 pax					
	LUNCH (managed buffet) – 32 pax					
	Day 3 – November 22, 2024					
	AM Snacks – 29 pax					
	LUNCH (managed buffet) – 29 pax					
	PM Snacks – 29 pax					
	INCLUSIONS:					
	1. Buffet table					
	2. Plates, glasses and cutleries					
	3. Complimentary coffee and water					
	4. Waiters in uniform					

Purpose: For the conduct of DOJ-PPA 2024 Management Review and 4th Quarter Executive Conference.



Republic of the Philippines
Department of Justice
PAROLE AND PROBATION ADMINISTRATION
DOJ Agencies Bldg., NIA Road corner East Avenue,
Diliman, Quezon City 1101
Telefax (02) 927-6821 or Email: dojppapropertysection@gmail.com



Requested by:

SAO MARISSA M. ABERION
OIC, Administrative Division

Canvassed by:

SIR R. BIRION
Buyer/Canvasser

DEALER'S INFORMATION

Supplier's Profile	Terms and Conditions
Business Name: _____	1. <u>Payment Terms:</u> [] w/in 30 C.D. upon delivery [] Cheque-On-Delivery
Business Address: _____	2. <u>Delivery Terms:</u> [] FOB Destination (Delivery) [] FOB Destination (Pick-up)
Contact Number/s: _____	3. <u>BIR Registration:</u> [] VAT [] Non-VAT
_____ (Signature Over Printed Name of Authorized Representative)	4. TIN: _____
_____ (Date Signed)	