

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGIONAL OFFICE V
REGIONAL CENTER SITE, RAWIS, LEGAZPI CITY

January 30, 2026
Date

REQUEST FOR PRICE QUOTATION

Gentleman/Madam:

Please quote us your lowest price on the items listed below:

ITEM		Schedule of Requirements	Total ABC	Total Bid Amount
Quantity	Particulars			
400	Procurement of Venue, Food and Catering for the Regional Budget Forum on FY 2027 Budget Preparation and FY 2026 Budget Execution on February 5, 2026	February 05, 2026	340,000.00	
	To include:			
400	AM SNACKS (serve at 9:00 AM)			
	Grilled Chicken Sandwich			
	Cucumber Lemonade			
400	LUNCH (serve at 11:30 AM)			
	Pork Estofado			
	Fish Tempura with Tartar Sauce			
	Buttered Vegetable with Rosemary			
	Vanilla and Coffee Bavaois			
	Blue Lemonade			
	Amenities and Conditions			
	1. Venue with sufficient parking space and should be within Legazpi City,			
	2. Use of convention/function hall from 8:00 to 2:00 PM,			
	3. The provision and use of adequate lighting and sound systems sufficient to cover the venue, including four (4) microphones, and covered tables with chairs for the event,			
	4. Free flowing coffee and water in dispenser during the entire duration of the event,			
	5. Free use of LED screen for the entire duration of the event,			
	6. With Standby generator in case of power failure,			
	7. Complete catering equipment and utensils,			
	8. Assistance of well trained waiters and catering personnel,			
	9. Free backdrop at the stage and tarpaulin at the entrance,			
	10. Clean Comfort Rooms available for the entire duration of the event.			

*** Nothing Follows***

*** The delivery schedule is as stated above at DBM RO V.**

Please submit the Quotation Form and the following required document, in sealed envelope or electronic mail not later than **February 04, 2026 at 9:00 AM** at the DBM RO V, Regional Center Site, Rawis, Legazpi City.

1. 2026 Mayor's Permit
2. Latest Tax Clearance Certificate
3. Philgeps Registration Number / Philgeps Registration Certificate

Each reply hereto will be appreciated.

For any clarification, you may contact Regeal A. Bueno, Head of BAC Secretariat at 09217565110 / 09564272476, or email address at rbueno@dbm.gov.ph



JENNIFER B. BARCOMA
Acting CAO

Quoted by:

_____ **Business Name and Signature**

PHILGEPS Registration Number: _____