



## REQUEST FOR QUOTATION

Procurement of Lease of Venue for the Strategic Planning Workshop for MWSS  
Officers and Employees  
**Contract NO. PPRD-LVSP-2020**

1. The MWSS Corporate Office (MWSS) through its Bids and Awards Committee (BAC) invites all interested and qualified Service Providers to submit their lowest price quotations/proposals on the item listed below, subject to the attached Terms of Reference (TOR):

Item and Description	Quantity & Unit	Approved Budget for the Contract (ABC)
Lease of Venue (including use of function room, accommodations, and meals) for the MWSS Strategic Planning Workshop Contract No. PPRD-LVSP-2020  <i>Refer to the Terms of Reference for the detailed specifications and documentary requirements.</i>	1 Lot	Php420,000.00

Please use the attached Reply Slip Form in submitting price quotation/proposal to the MWSS Corporate Office, or through email or fax at the contact information provided below. Proposal/quotation must be received not later than 1:00 PM of 05 March 2020 at the following address:

CONTACT PERSON : **ATTY. ANABELLA S. ALTUNA**  
Chairman, Bids and Awards Committee Secretariat

OFFICE ADDRESS : 4<sup>th</sup> Floor, Administration Bldg., MWSS Complex, 489  
Katipunan Avenue, Balara, Quezon City 1105

TELEPHONE NOS. : +6329282252

EMAIL ADDRESS : [info@mwss.gov.ph](mailto:info@mwss.gov.ph)

  
**ATTY. ANABELLA S. ALTUNA**  
Chairman  
BAC Secretariat



**REPLY SLIP**

Procurement of Lease of Venue for the Strategic Planning Workshop for MWSS  
Officers and Employees  
**Contract NO. PPRD-LVSP-2020**

NAME OF SERVICE PROVIDER : \_\_\_\_\_

ADDRESS : \_\_\_\_\_  
\_\_\_\_\_

CONTACT INFORMATION : \_\_\_\_\_

BUSINESS PERMIT NO. : \_\_\_\_\_

TAX IDENTIFICATION NO. : \_\_\_\_\_

PhilGEPS Registration No. : \_\_\_\_\_

After having carefully read and accepted the terms and conditions in the Terms of Reference for the procurement of LEASE OF VENUE for the Strategic Planning Workshop for MWSS Officers and Employees (Contract No. PPRD-LVSP-2020), I/WE quote you on the item at the prices indicated below:

Item and Description	Quantity & Unit	Price Quotation / Proposal
Lease of Venue (including use of function room, accommodations, and meals) for the MWSS Strategic Planning Workshop Contract No. PPRD-LVSP-2020  <i>NOTE:</i> <ul style="list-style-type: none"><li>Total Cost must not exceed the ABC of Four Hundred Nine Thousand and Fifty Pesos (Php409,050.00)</li><li>Total Cost is inclusive of all applicable government taxes and charges</li></ul>	1 Lot	

\_\_\_\_\_  
Signature Over Printed Name of Service Provider

Position: \_\_\_\_\_ Date: \_\_\_\_\_