

**Republic of the Philippines**

Department of Trade and Industry

**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**

Golden Shell Pavilion, Roxas Blvd. Cor. Gil Puyat Ave., Pasay City

**Solicitation No.: CITEM-2024-0169-R2**

**NOTICE TO CONDUCT PROCUREMENT OF GOODS  
AND SERVICES, INFRASTRUCTURE PROJECTS, AND CONSULTING  
SERVICES TO BE PROCURED AND PERFORMED OVERSEAS**

Pursuant to GPPB-Resolution No. 28-2017 dated 31 July 2017, the Center for International Trade Expositions and Missions (CITEM), through its Bids and Awards Committee (BAC), hereby issues this Notice for:

**PURCHASE OF FOOD AND BEVERAGES TO BE  
SERVED DURING PHILIPPINE HALAL BUSINESS  
FORUM IN MIHAS 2024**

*(Please see attached Request for Quotation Form for more details.)*

**TOTAL APPROVED BUDGET FOR THE CONTRACT: PHP105,000.00**

For inquiries, please contact the CITEM Bids and Awards Committee Secretariat, at telephone no. 8312201 local 309/218 or fax no. 834-0177/8331284 or e-mail at [citembac@citem.com.ph](mailto:citembac@citem.com.ph).



**ATTY. ANNA GRACE I. MARPURI**  
Chairman, CITEM-BAC



**CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS**  
Golden Shell Pavilion, Roxas Blvd. Cor. Sen. Gil Puyat Avenue, Pasay City  
Tel.: (632) 8-831-2201 local 309/294 E-mail: [citembac@citem.com.ph](mailto:citembac@citem.com.ph)



## REQUEST FOR QUOTATION (OVERSEAS PROCUREMENT)

Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact No.: \_\_\_\_\_

Date: 16 September 2024  
RFQ No.: 2024-0169-R2

Gentlemen:

Please quote hereunder your lowest possible price(s) for the following article(s)/work(s) which are urgently needed by this office. It is requested that the quotation be sealed, signed and stamped in an envelope OR compressed folder and submitted to CITEM BAC.

<u>Deadline of Submission of Quotations: 17 September 2024</u>	<u>Time: 01:00PM</u>
<u>Schedule of Opening of Bids: 17 September 2024</u>	<u>Time: 02:00PM</u> <u>Venue: ZOOM</u>

QTY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNT
65	pax	<p><b>PURCHASE OF FOOD AND BEVERAGES TO BE SERVED DURING PHILIPPINE HALAL BUSINESS FORUM IN MIHAS 2024</b></p> <p>APPROVED BUDGET FOR THE CONTRACT: <u>PHP105,000.00</u></p> <p><u>Activity:</u> Philippine Business Forum <u>Date:</u> 18 September 2024 in time with MIHAS 2024 <u>Time:</u> 03:00PM – 05:00PM <u>Venue:</u> MIHAS Mainstage Level 2 (Hall 8) <u>No. of pax:</u> Approximately 65 pax</p> <p><u>Meeting Break Snack Selection:</u></p> <ul style="list-style-type: none"> <li>a. Assorted Sandwiches Roll and Triangle</li> <li>b. Chicken Tandoori Drumettes Lime and Chili Dip</li> <li>c. Fresh Fruit Platter</li> <li>d. Inclusive of Coffee and Tea</li> </ul>		

**Terms and Conditions:**

- 1) The above-quoted prices must be inclusive of all costs and applicable taxes. Prices shall be quoted in Philippine Peso or US Dollar.
- 2) Payment will be processed after receipt of invoice. Other terms of payment will be based on the Contract agreed by CITEM and Supplier.
- 3) Any alterations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her authorized representative.

The CITEM-BAC reserves the right to reject any or all bids offer and waive any defects therein and accept bid/s it may consider advantageous to the government.

**ATTY. ANNA GRACE I. MARPURI**  
BAC Chairman

TO: CITEM Bids and Awards Committee:

Per your request, I/we have indicated the prices of the above-mentioned article(s)/work(s) on the unit price/amount column above. I/We also certify that we have read, understood, and shall conform with the terms and conditions of this requirement.

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
**Signature over printed name of the Authorized Company Representative**  
Designation: \_\_\_\_\_  
Telephone No(s).: \_\_\_\_\_  
Email: \_\_\_\_\_