



CALAMBA WATER DISTRICT

Lakeview Subdivision Halang Calamba City, Laguna
 Tel. Nos. (049) 545-1614; 545-2728; 545-7895; 545-1389; 545-7981; 545-2863
 Fax: (049) 545-9752

REQUEST FOR QUOTATION

Company Name : _____ Date: _____
 Address : _____ Quotation No. CWD 21-2017
 _____ End-User: Administrative Department
 Tel. No./Fax No. : _____
 T.I.N. : _____

Please quote your lowest price on the item(s) listed, subject to the Terms and Condition stated below and in a sealed envelope submits your quotation duly signed by authorized representative;

Activities	Date and Time	Place / Venue
Opening of Requests for Quotation	June 13, 2017 @ 10:00AM	2 nd floor CWD Warehouse Building, Lakeview Subdivision, Barangay Halang Calamba City

ENGR. JOSELITO A. GILLERA
 BAC Chairman

TERMS AND CONDITIONS:

1. ALL ENTRIES SHALL BE TYPEWRITTEN
2. COMMENCEMENT SHALL BE FOR A PERIOD OF ONE TO FOUR WEEKS UPON RECEIPT OF THE APPROVED PURCHASE ORDER.
3. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS
4. THE APPROVED BUDGET FOR THE CONTRACT IS AMOUNTING TO **Php 892,000.00**.
 (BID EXCEEDING THE ABC SHALL BE AUTOMATICALLY DISQUALIFIED)

DOCUMENTARY REQUIREMENTS SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION:

1. PHILGEPS REGISTRATION CERTIFICATE OR REGISTRATION NUMBER
2. MAYOR'S/BUSINESS PERMIT
3. INCOME AND BUSINESS TAX RETURNS (VAT PAYMENT) LATEST SIX (6) MONTHS
4. OMNIBUS SWORN STATEMENT

Item no.	ITEM & DESCRIPTION/ TECHNICAL SPECIFICATION	QTY.	UNIT AMT.	TOTAL AMOUNT
1	<p>Supply and Delivery of Tour Package</p> <p>Scope: Supply of Transportation, hotel accommodation, meals, documentation and facilitator services for the two (2) days and one (1) night stay in Baguio City with the priority dates of June 22 and 23, 2017, or June 27 to 28, 2017, or June 28 to 29, 2017.</p> <p>1. The works include the supply of vehicle (Bus) fully air conditioned and durable for high altitude travel with complete travel documents and affiliation with the</p>			Php 892,000.00

	<p>Philippine Tourism Agency. The bus capacity can cater approximately 50 persons/employees more or less subject to plus or minus 10% deviation with additive and deductive to contract amount. A total of 5 buses for 50 seaters or its equivalent to accommodate 250 pax or alternatively the remaining number of pax can be schedule to 2nd batch subject to arrangement.</p> <ol style="list-style-type: none"> 2. The bus to be provided must have available back up in case of trouble/malfunction of ACU and will be attended immediately. 3. The bus must have a complete first aid kit items in case of emergency situation and television, cd player or USB ready for film showing. The bus speed during the travel shall be maintained to 80kms/hr. 4. The snacks and lunch shall be supplied. Day 1-2 snacks and lunch; Day 2-1 snack. 5. The menu choices for meal/food for two (2) days with the same rate must be submitted to CWD upon submission of proposal. 6. A complete package of hotel accommodation in Baguio complete with bed, bath (hot and cold), hall (venue for team building), dinner and breakfast (menu choices subject for review of CWD). 7. Hotel shall be located/accessible or walking distance to Burnham Park. 8. Hotel shall be safe and secure for the CWD employees. 9. The lists of male and female will be available at Calamba Water District on or before the date schedule. 10. The documentation of the activities like pictures and other documentation shall be submitted in e copy format together with the hard copy to CWD one (1) week after the activity. 11. The facilitator of the team building/benchmarking must facilitate activities when the bus is travelling, stopping, at the hotel or in time the remaining employees is on standby during the plant visit and at the hotel. The activities can be related to problem solving skill of employees and improvement of customer relation related to CWD service (subject for review). <p>----nothing follows----</p>				
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A. Itinerary of Travel (draft)

Time	Day	Activity
5:00 am	Day 1	Assembly at CWD main Building
7:00 am		Estimated Time of Departure at CWD Main Building
8:00 am		Estimated Time of Arrival and Plant Visit at Laguna Water Facility
10:00 am		Depart at Laguna Water Facilities and Snack at the Bus
12:00 noon		Lunch at the Bus
2:00 pm		ETA and Plant Visit Clark Water and or Baliuag Water District
4:00 pm		Estimated Time of Departure at Clark Water
7:00 pm		Estimated Time of Arrival at Baguio City and Check in Hotel
8:30 pm		Dinner at Hotel
10:00 am	Day 2	Estimated Time of Departure and Check out Hotel
10:30 am		Plant Visit Baguio City Treatment Plant/Film Showing
12:00 noon		Lunch (@ the expense of Individual Employee)
1:30 pm		ETA Strawberry Farm
2:30 pm		ETD Baguio City
9:00 pm		ETA Calamba City

B. Bus Driver Requirements

- 1 Completion of formal training in passenger carrying vehicle.
- 2 With updated commercial driver’s license to operate the bus.
- 3 Excellent driving skills and knowledge of traffic regulations and safety protection of passengers.
- 4 With good geographical knowledge.
- 5 With more than five years experience in driving a 50 seater bus.
- 6 Clean background or no derogatory record and/or submit NBI Clearance and latest drug laboratory result/screening.

Price Validity : _____

After having carefully read and accepted your General Conditions, I/We quote on the item(s) at prices noted above.

Printed Name/Signature/Date

Tel. No. /Cellphone No./ e-mail address