



Republic of the Philippines  
**COURT OF TAX APPEALS**  
 Quezon City

**APPROVED FOR POSTING**  
 From : Nov. 22, 2018  
 To : Nov. 27, 2018  
 Approved By: [Signature]  
**SOLEDAD R. HO**

CTA Asst. Chief of Office (Director II)  
 Office of Administrative & Finance Services

**REQUEST FOR QUOTATION**

Date: **November 21, 2018**

RFQ No.: **26-2018**

Name of Company : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 Business Permit No. : \_\_\_\_\_  
 TIN No. : \_\_\_\_\_  
 PhilGEPS Registration No.: \_\_\_\_\_

Please quote your best offer for the item described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation.

Submit your quotation duly signed by you or your duly authorized representative and copies of the following eligibility requirements not later than **November 27, 2018**:

1. Mayor's/Business Permit
2. PhilGEPS Registration Number or PhilGEPS Registration Certificate (if available), and
3. Omnibus Sworn Statement

Open quotations may be submitted at the address indicated below or fax at Telefax No. 920-2552.

[Signature]  
**ANNE BENITA S. AUSTIN**  
 Chief Judicial Staff Officer  
 Property & Supply Division

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

ITEM DESCRIPTION	QTY	Approved Budget of the Contract	OFFER					REMARKS
			PRICE			Compliance with Technical Specifications (please check)		
			QTY	Unit Price	Total Price	Yes	No	
Ham (branded) > 1kg., High quality /premium meat > Delivery on December 7, 2018, Friday, 9:00am at Court of Tax Appeals	276pcs.	Php 165,600.00						

Signature over Printed Name

Property and Supply Division, Court of Tax Appeals, National Government Center,  
 1800 Agham Road, North Triangle, Diliman, Quezon City 1104 Telefax No.: 920 2552

\_\_\_\_\_  
Telefax No. (Landline and/or Cellphone)

\_\_\_\_\_  
E-mail Address

**TERMS AND CONDITIONS**

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the technical specifications and other terms and conditions stated herein.
7. The item/s shall be delivered on **December 7, 2018, Friday, 9:00am**. Payment shall be made within 3 days upon receipt of the good/s and/or service/s and demand for payment.
8. Representatives from the Property and Supply Division (PSD) and Office of Administrative and Finance Services (OAFS) shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications
9. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The CTA shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
10. The obligation for the warranty shall be covered by retention money in the amount equivalent to one percent (1%) of the total contract price. The said amount shall only be released after the lapse of the warranty period. Provided, however, that the goods are free from patent and latent defects and all the conditions imposed under the contract have been fully met.
11. The CTA reserves the right to accept or reject any offer, to annul the procurement process, and to reject offers at any time prior to award of contract, without thereby incurring any liability to the affected Supplier.

Property and Supply Division, Court of Tax Appeals, National Government Center,  
1800 Agham Road, North Triangle, Diliman, Quezon City 1104 Telefax No.: 920 2552



REPUBLIC OF THE PHILIPPINES  
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QUEZON CITY

**NOTICE OF AWARD**

December 4, 2018

**MS. MARICEL G. ABARCA**  
Distributor Sales Supervisor  
**FOODSPHERE INC.**  
560 West Service Road  
Paso de Blas  
Valenzuela City  
Metro Manila

Dear Ms. Abarca:

We are pleased to inform you that the procurement of two hundred seventy-six (276) pieces HAM ("Holiday Ham") is hereby awarded to **FOODSPHERE INC.** with office address at 560 West Service Road, Paso de Blas, Valenzuela City, Metro Manila, in the total amount of **ONE HUNDRED NINE THOUSAND SEVEN HUNDRED TEN PESOS (Php109,710.00), inclusive of taxes**, in accordance with the Technical Specifications and Terms and Conditions contained in the Request for Quotation.

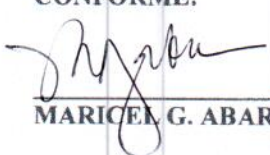
Moreover, the obligation for the warranty shall be covered by retention money in an amount equivalent to one percent (1%) of the total contract price. The said amount shall only be released after the lapse of the warranty period of three (3) months. Provided, however, that the goods are free from patent and latent defects and all conditions imposed under the contract have been fully met.

Please acknowledge receipt hereof and signify your concurrence to the contents of this Notice of Award by signing under the CONFORME provided below, and return the same before December 7, 2018.

Very truly yours,

**ROMAN G. DEL ROSARIO**  
Presiding Justice

**CONFORME:**

 12/6/18  
**MARICEL G. ABARCA**