



**REQUEST FOR QUOTATION**  
**NP- SMALL VALUE PROCUREMENT**

RFQ No. : DSWD7-2022-1516  
 Date : September 6, 2022

Company Name: \_\_\_\_\_  
 Company Address: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Contact No.: \_\_\_\_\_  
 PhilGEPS Registration No.: \_\_\_\_\_

**Sir/Madam:**

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in **Annex A**, please attach in your quotation a duly notarized certification to this effect.

Interested service providers are required to submit true copies of their valid **Mayor's/Business Permit and Philgeps Registration Number** upon submission of quotation. An **Omnibus Sworn Statement** shall be required prior to award


Please accomplish and submit this **form** together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 233-8785; 233-0261; 231-2172 local 17126 or **kc.af7.procurement@gmail.com** on or before **September 13, 2022 at 11:00AM**.

Very truly yours,

  
**ROSARIO P. BACONG**  
 AO V/Head, Procurement Management Section

**Terms and Conditions:**

- Award shall be made on per:  item basis  total quoted price  lot basis
- Quotation validity shall be not less than **60 calendar days**.
- Good/s or Services shall be done **on the specific dates in Annex A**.
- Place of Delivery: **Dalaguete, Cebu**
- Terms of Payment: **within 30 calendar days from the completion of services and receipt of Billing Statement / Sales Invoice.**
- Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**
- In case of discrepancy between total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail.
- Warranty Period, if applicable: \_\_\_\_\_

  
**CRISMARIE S. EROJO**  
 Canvasser

I am interested to quote and agree to the terms and conditions.

\_\_\_\_\_  
 (Signature over Printed Name of Supplier /  
 Authorized Representative)



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Field Office VII, Cebu City

Company Name: \_\_\_\_\_

RFQ DSWD7-2022-1516

Company Address: \_\_\_\_\_

Date: September 6, 2022

Contact Person: \_\_\_\_\_

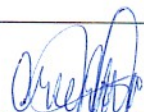
Contact No.: \_\_\_\_\_

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

| Item No. | Qty | Unit | Articles / Descriptions  | Statement of Compliance (State "Comply" or "Not Comply") | Bidder's Specifications | Unit Cost | Total Cost |
|----------|-----|------|--|--|-------------------------|-----------|------------|
|          |     |      | <b>Provision of Catering Services (1 Meal and 2 Snacks)</b>  |  |                         |           |            |
|          | 144 | pax  | <b>Title of Activity : Project Development Workshop (PDW)</b><br><b>Day 1: September 28, 2022</b>  |  |                         |           |            |
|          | 144 | pax  | <b>Day 2: September 29, 2022</b>   |  |                         |           |            |
|          | 91  | pax  | <b>Title of Activity : 2nd MDRRMC Meeting for Sub-Project Endorsement for Funding</b><br><b>Date : October 11, 2022</b>  |  |                         |           |            |
|          | 177 | pax  | <b>Title of Activity : Municipal Fiduciary Review for KC-NCDDP-KKB</b><br><b>Day 1: November 8, 2022</b>   |  |                         |           |            |
|          | 177 | pax  | <b>Day 2: November 9, 2022</b>   |  |                         |           |            |
|          | 190 | pax  | <b>Title of Activity : Municipal Accountability Reporting</b><br><b>Date : November 24, 2022</b>   |  |                         |           |            |
|          | 114 | pax  | <b>Title of Activity : Orientation on the Basic Health and Safety Protocols and the Roles and Functions of Barangay Health Emergency Response Teams (BHERTs)</b><br><b>Date: October 5, 2022 (2 classes per batch)</b>   |  |                         |           |            |
|          | 114 | pax  | <b>Date: October 13, 2022 (2 classes per batch)</b>  |  |                         |           |            |
|          | 113 | pax  | <b>Date: October 20, 2022 (2 classes per batch)</b>  |  |                         |           |            |
|          |     |      | <b>Venue : Dalaguete, Cebu</b><br><b>Meals : Lunch (Packed)</b><br><b>Snacks : AM &amp; PM (Packed)</b><br><b>Lunch Menu:</b><br>> Rice<br>> 2 Main Dish:(Choices of: Beef / Pork / Chicken or Fish)<br>> 1 Main Dish : Vegetables<br>> Dessert (Choices of: Fruits or Cakes or Salads)<br>> Drinks : (Choices of: at least 500 ml Bottled Water and 240ml Canned Juice or 330ml Bottled Natural Juice)<br><i>No serving of CREAMDORY fish</i><br><i>No serving of BAM-E, PANSIT or BIHON (as viand)</i><br><b>Strictly NO SOFTDRINKS &amp; FLAVORED BOTTLED DRINKS/POWDERED JUICES</b><br>* Please specify name of dishes |  |                         |           |            |

| Item No.   | Qty | Unit  | Articles / Descriptions   | Statement of Compliance (State "Comply" or "Not Comply")  | Bidder's Specifications | Unit Cost | Total Cost |
|--|-----|---|---|---|-------------------------|-----------|------------|
|  |     |   | <p><b>AM / PM Snacks:</b></p> <p>&gt; Variation of Pasta, Noodles, Pastries, Native Kakanin, Sandwiches, i.e. Tuna/Ham &amp; Cheese/Egg with vegetables, etc. or Burgers i.e Beef/Chicken/Ham with vegetables, etc.</p> <p>&gt; Drinks : (Choices of: at least 500 ml Bottled Water or 240ml Canned Juice or 330ml Bottled Natural Juice or Coffee/Hot Choco)</p> <p><i>Strictly <b>NO SOFTDRINKS &amp; FLAVORED BOTTLED DRINKS / POWDERED JUICES</b></i></p> <p>*Please specify name of Dishes</p> <p><b>Other Specifications:</b></p> <p>&gt; Service provider must attached MENU upon submission of Request for Quotation (RFQ).</p> <p>&gt; Food must be delivered between 9:00 AM to 11:00 AM.</p> <p>&gt; Service provider must bring the Delivery Receipt, Sales Invoice or Billing Statement and Menu upon delivery to fast track the processing of payments.</p> <p>&gt; Service provider must inform the End-user ahead of time for any changes in the menu prior to the delivery.</p> <p>&gt; End-user will inform the service provider at least three (3) days prior to the conduct of meeting.</p> |   |                         |           |            |
| Approved Budget for the Contract: <b>Php505,600.00</b> |     |   |   | Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable. |                         |           |            |
| End User: <b>KC-NCDDP-KKB</b>                          |     |   |   |   |                         |           |            |
| Purpose :  |     | Provision of food for the participants of the activity. |   |   |                         |           |            |

Note: Procurement procedure in accordance with DSWD-Memorandum Circular No. 2, Series of 2007.

  
**CRISMARIE S. EROJO**  
 Canvasser

\_\_\_\_\_  
 Signature of supplier/Authorized Representative over printed name

Company Name: \_\_\_\_\_

Activity Title: **Project Development Workshop**

Day 1:

**MENU**

**AM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Lunch:** Plain Rice  
2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):  
(specify) 1. \_\_\_\_\_  
(specify) 2. \_\_\_\_\_  
1 Main Dish (Vegetables):  
(specify) \_\_\_\_\_  
Dessert (Choices of: Fruits or Cakes or Salads)  
(specify) \_\_\_\_\_  
Drinks:  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
and  
500ml Bottled Water

**PM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

Day 2:

**MENU**

**AM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Lunch:** Plain Rice  
2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):  
(specify) 1. \_\_\_\_\_  
(specify) 2. \_\_\_\_\_  
1 Main Dish (Vegetables):  
(specify) \_\_\_\_\_  
Dessert (Choices of: Fruits or Cakes or Salads)  
(specify) \_\_\_\_\_  
Drinks:  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
and  
500ml Bottled Water

**PM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

Activity Title: **2<sup>nd</sup> MDRRMC Meeting For Sub-Project Endorsement for**

**Funding**

**MENU**

**AM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Lunch:** Plain Rice  
2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):  
(specify) 1. \_\_\_\_\_  
(specify) 2. \_\_\_\_\_  
1 Main Dish (Vegetables):  
(specify) \_\_\_\_\_  
Dessert (Choices of: Fruits or Cakes or Salads)  
(specify) \_\_\_\_\_  
Drinks:  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
and  
500ml Bottled Water

**PM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

\_\_\_\_\_  
(Signature over Printed Name of Supplier/  
Authorized Representative)

Company Name: \_\_\_\_\_

Activity Title: **Municipal Fiduciary**

**Review for KC-NCDDP-KKB**

Day 1:

**MENU**

**AM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Lunch:** Plain Rice  
2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):  
(specify) 1. \_\_\_\_\_  
(specify) 2. \_\_\_\_\_  
1 Main Dish (Vegetables):  
(specify) \_\_\_\_\_  
Dessert (Choices of: Fruits or Cakes or Salads)  
(specify) \_\_\_\_\_  
Drinks:  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_

and  
500ml Bottled Water

**PM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

Day 2:

**MENU**

**AM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Lunch:** Plain Rice  
2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):  
(specify) 1. \_\_\_\_\_  
(specify) 2. \_\_\_\_\_  
1 Main Dish (Vegetables):  
(specify) \_\_\_\_\_  
Dessert (Choices of: Fruits or Cakes or Salads)  
(specify) \_\_\_\_\_  
Drinks:  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_

and  
500ml Bottled Water

**PM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

Activity Title: **Municipal Accountability reporting**

**MENU**

**AM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Lunch:** Plain Rice  
2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):  
(specify) 1. \_\_\_\_\_  
(specify) 2. \_\_\_\_\_  
1 Main Dish (Vegetables):  
(specify) \_\_\_\_\_  
Dessert (Choices of: Fruits or Cakes or Salads)  
(specify) \_\_\_\_\_  
Drinks:  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_

and  
500ml Bottled Water

**PM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

\_\_\_\_\_  
(Signature over Printed Name of Supplier/  
Authorized Representative)

Company Name: \_\_\_\_\_

Activity Title: **Orientation on the Basic Health and Safety Protocols and the Roles and Functions of Barangay Health Emergency Response Teams (BHERTs)**

Day 1:

**MENU**

**AM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Lunch:** Plain Rice  
2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):  
(specify) 1. \_\_\_\_\_  
(specify) 2. \_\_\_\_\_  
1 Main Dish (Vegetables):  
(specify) \_\_\_\_\_

Dessert (Choices of: Fruits or Cakes or Salads)  
(specify) \_\_\_\_\_  
Drinks:  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_

and  
500ml Bottled Water

**PM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

Day 2:

**MENU**

**AM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Lunch:** Plain Rice  
2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):  
(specify) 1. \_\_\_\_\_  
(specify) 2. \_\_\_\_\_  
1 Main Dish (Vegetables):  
(specify) \_\_\_\_\_

Dessert (Choices of: Fruits or Cakes or Salads)  
(specify) \_\_\_\_\_  
Drinks:  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_

and  
500ml Bottled Water

**PM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

Day 3:

**MENU**

**AM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Lunch:** Plain Rice  
2 Main Dish (Choices of: Beef; Pork; Chicken/Fish):  
(specify) 1. \_\_\_\_\_  
(specify) 2. \_\_\_\_\_  
1 Main Dish (Vegetables):  
(specify) \_\_\_\_\_

Dessert (Choices of: Fruits or Cakes or Salads)  
(specify) \_\_\_\_\_  
Drinks:  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_

and  
500ml Bottled Water

**PM Snacks:** (Variation of Pasta, Noodles, Native Kakanin, Sandwiches, i.e., Tuna/Ham/Cheese/Egg with Vegetables, etc. or Burger i.e., Beef/Chicken/Ham with Vegetables, etc.):

Drinks:  500ml Bottled Water  
or  330ml Bottled Natural Juice  
i.e.: (Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or  240ml Canned Juice:  
(specify) \_\_\_\_\_  
or  Coffee/Hot Choco:  
(specify) \_\_\_\_\_

\_\_\_\_\_  
(Signature over Printed Name of Supplier/  
Authorized Representative)