



BIDDING & QUOTATION FORM

SALES DEPARTMENT

☐ HOT MEALS ☐ TRANSPOR ☐ SUPPLIES ☐ LOAD ☐ ALLOWANCE ☐ OTHERS _____

REQUESTED BY		REFERENCE #			
DEPARTMENT		DATE REQUESTED		DATE RELEASED	
ACCOUNT		ACTIVITY			
DESCRIPTION		QTY	UNIT	UNIT COST	TOTAL AMOUNT
GRAND TOTAL					
PREPARED BY		ENDORSED BY		APPROVED BY	
<p>Employee's Signature <i>(Signature over Printed Name)</i></p> <p>DATE SIGNED:</p>		<p>Team Leader <i>(Signature over Printed Name)</i></p> <p>DATE SIGNED:</p>		<p>President/Vice-President/National Sales Director <i>(Signature over Printed Name)</i></p> <p>DATE SIGNED:</p>	

BMI-FORM-SLS-009



BIDDING & QUOTATION FORM

SALES DEPARTMENT

☐ OT MEALS ☐ TRANSPOR ☐ SUPPLIES ☐ LOAD ☐ ALLOWANCE ☐ OTHERS _____

REQUESTED BY		REFERENCE #			
DEPARTMENT		DATE REQUESTED		DATE RELEASED	
ACCOUNT		ACTIVITY			
DESCRIPTION		QTY	UNIT	UNIT COST	TOTAL AMOUNT
GRAND TOTAL					
PREPARED BY		ENDORSED BY		APPROVED BY	
<div>DATE SIGNED:</div>		<div>DATE SIGNED:</div>		<div>DATE SIGNED:</div>	

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