



Office of the President of the Philippines
OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS

REQUEST FOR QUOTATION

10 July 2019

The Office of the Presidential Adviser on the Peace Process (OPAPP), through its Bids & Awards Committee (BAC), invites interested Suppliers/Contractors to submit their *lowest* and *responsive* quotation for Catering Services on 30 and 31 of July 2019 at Cotabato City. Details of which are as follows:

A. Name of the Project	Catering Services for Mindanao Sports Peace.
B. Source of Fund	F.Y. 2019.
C. Approved Budget for the Contract (ABC)	Two Hundred Twenty-Five Thousand (PhP225,000.00).
D. Mode of Procurement	Negotiated Procurement-Small Value Procurement (R.A. 9184).
E. Technical Requirements	Please see Annex "A".
F. Documentary Requirements	1) PhilGEPS Registration Number/ Certificate; 2) Mayor's/ Business Permit; 3) Latest Income/ Business Tax Return (Tax Clearance will not be accepted); 4) Omnibus Sworn Statement in accordance with sec. 25.3 of the 2016 IRR of RA 9184;

I. Terms & Conditions

- a) The ABC is inclusive of applicable taxes.
- b) Bid offer exceeding the ABC shall be automatically disqualified.
- c) The bid offer must be valid for thirty (30) calendar days upon receipt by the procuring entity.
- d) Documentary requirements must be submitted on or before the deadline of submission of bids. Late bids will not be accepted.

If you intend to send your bids through a courier, please ensure that we shall receive it before the deadline of submission of bid indicated below.

- e) Bids must be submitted in a sealed envelope with the (i) bidder's complete (postal) address; (ii) telephone number, fax and email address printed under its postal address; & (iii) the name of the project must be indicated in the center-uppermost.

Unsealed bids nor bids sent through email will not be accepted/ honored.

- f) All quotations must be inclusive of all applicable fees, and not subject to price escalation in case there will be an Order increasing the daily minimum wage.
- g) Subcontracting is not allowed.

II. Delivery Period

On 30 and 31 of July 2019.

III. Place of Delivery

6th Infantry Division, Awang,
Datu Odin, Sinsuat
Maguindanao

IV. Terms of Payment

Payment shall be made to the Catering Services upon submission of billing statement and certificate of Complete Delivery and Services by the End User Unit.

V. Deadline of Submission of Bids

Bids/Quotations must be submitted on or before JUL 18 2019 5:26.

VI. Submit your bids at:

BAC Secretariat's Office
6th Floor, Agustin I Bldg.
F.Ortigas Jr. Road
Ortigas Center
Pasig City

The OPAPP reserves the right to reject any and all quotations or bids, declare a failure of bidding or not award the contract in accordance with Section 41 of the IRR of R.A. 9184.

The contract will be awarded to the *lowest quotation* and *responsive* to our specifications and requirements.

For further inquiries, please coordinate with the BAC Secretariat at telephone number (02) 636 0701 local 818, or at opapp.bacsec@gmail.com.

Sincerely,


Mary Grace R. Mendoza
AO III - HRMO

Noted by:


Linda N. Cañete
CAO - PSS

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After having carefully read and accepted your terms and conditions, our best offer for the procurement of the above listed goods is (Please fill-in details: amount in words) (PhP _____).00).

Company Name: _____
Authorized Representative: _____
Signature: _____
Position: _____
Contact No.: _____
Email Add: _____

Technical Requirements

A. For 30 July 2019

Lunch	Dinner
➤ Boodle Fight Setting for 200pax.	➤ Buffet Setting for 250pax.
1) Rice 2) Daing na Bangus 3) Buttered Shrimp 4) Fried Talong with Bagoong 5) Ripe Mango 6) Bottled Water	a) Rice b) Roast Beef c) Roast Chicken d) Steamed Asparagus e) Beef Brocoli f) Mango Sago g) Bottled Water

B. For 31 July 2019

Lunch	Dinner
➤ Boodle Fight Setting for 200pax.	➤ Buffet Setting for 250pax.
1) Rice 2) Grilled Squid 3) Chicken Adobo 4) Itlog na Maalat with Fresh Tomato and Green Mango 5) Watermelon 6) Bottled Water	a) Rice b) Beef Caldereta c) Grilled Tuna d) Mushroom Soup e) Mixed Veggies f) Fruit Salad g) Bottled Water

Other Requirements:

- (i) The catering services shall provide all the necessary utensils and services.
- (ii) Food must be ready by 11:30am for lunch and 6pm.