



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

REQUEST FOR QUOTATION

16 August 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 the 7th of September 2019 at Cotabato City. Details of which are as follows:

A. Name of the Project	Catering Services for the Public Launching of the 2 nd Phase of Decommissioning of MILF Combatants and Weapons with PRRD.
B. Source of Fund	F.Y. 2019.
C. Approved Budget for the Contract (ABC)	Nine Hundred Seventy One Thousand Six Hundred Sixteen Pesos (PhP971,616.00).
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. Catering Services

7 September 2019

III. Venue

Old Maguindanao Provincial Capitol
Brgy. Simuay, Sultan Kudarat
Maguindao

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 AUG 23 2019, 5 pm.

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,

msrbeta

Ma. Sheila S. Orbeta

AO V - IDB

Noted by:

Anna Farina P. Marundan

Anna Farina P. Marundan

PPO V - IDB

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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. Packed Meals

- 1) For 1,396 pax
- 2) For Breakfast, Lunch & Dinner
- 3) Meals must be in a paper box
- 4) With disposable sfork
- 5) With 3 viands (beef, chicken, & fish) per packed meal
- 6) With 2 cups of rice per pack meal
- 7) With 350ml of bottled water per packed meal.
- 8) Must be able to serve free flowing brewed coffee and fruit juice (fresh dalandan, fresh pineapple, & four seasons).

B. Other terms and conditions

- 1) Meals must be served around:

Meals	Time of Service
7:30am	➤ Breakfast
12noon	➤ Lunch
Dinner	➤ Dinner

- 2) Can serve extra sfork when needed.
- 3) Food must be ready an hour before intended time of service.