



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

REQUEST FOR QUOTATION

28 September 2019

The Office of the Presidential Adviser on the Peace Process (OPAPP), through its Bids & Awards Committee (BAC), invites interested supplier or distributor to submit *lowest* and *responsive* quotation for Catering Services on 7 to 16 of October 2019. Details of which are as follows:

A. Name of the Project	Catering Services for OPAPP Anniversary and Thanksgiving.
B. Source of Fund	F.Y. 2019
C. Approved Budget for the Contract (ABC)	Nine Hundred Ninety-Two Thousand Six Hundred Pesos (PhP992,600.00).
D. Mode of Procurement	Negotiated Procurement-Small Value Procurement (R.A. 9184).
E. Technical Requirements	Please see Annex "A"
F. Documentary Requirements	<ol style="list-style-type: none">1) PhilGEPS Registration Certificate;2) Mayor's/ Business Permit;3) Latest Income/ Business Tax Return;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, fees, and other pertinent costs.
- 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.

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

submitted to the BAC after the deadline for submission of bids will not be accepted.

- e) Late bids will not be accepted.
- f) 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.

Unsealed bids will not be accepted.

Submission of bids through email will not be accepted or honored.

- g) All quotations shall be considered as fixed price and not subject to price escalation.
- h) Subcontracting is not allowed. If a supplier/ distributor found to have subcontracted what was awarded to them, the Procuring Entity may exercise any or all of the following options:
 - (i) Ask the contractor or distributor to do what is ask of him/her under the contract.
 - (ii) Pay damages incurred by the Procuring Entity as a result of subcontracting.
 - (iii) Exercise remedies under existing laws.
- i) The interested supplier may contact the BAC Secretariat at (02) 636 0701 local 818 for inquiries/ clarifications.

II. Venue

Camp Darapanan
Simuay Sultan Kudarat
Maguindanao

III. Catering Services

7 to 10 of October 2019

IV. Terms of Payment

Payment shall be made to the contractor upon issuance of billing statement.

V. Deadline of Submission of Bids

Bids/Quotations must be submitted on or before Oct 02 2019, 5 PM.

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.

Sincerely,


Rahiema Malang
Security Unit

Noted by:


Azeddin Ibrahim
AMO OpCen

x-----x

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: _____
Address: _____

Technical Requirements

Dates	QTY	UNIT	GOODS	SPECIFICATION
10/7/2019	216	pax	Pack meal (Breakfast)	-fried Rice, bulad, fried bangus & 250 ml bottled water
	220		AM snack	-Chicken Sandwich - 250 ml softdrinks (assorted)
	220		Pack meal (Lunch)	-Rice, adobong manok, chopsuey & 250 ml bottled water
	220		PM Snack	- egg sandwich - 250 ml canned juice
	432		Pack meal (Dinner)	-Rice, beef tapa, pancit & 250 ml bottled water
10/8/2018	216	pax	Pack meal (Breakfast)	-Rice, boiled egg, beef tapa & 250 ml bottled water
	220		AM snack	-suman - 250 ml softdrinks (assorted)
	220		Pack meal (Lunch)	-Rice, fried tilapia, adobong manok & 250 ml bottled water
	220		PM Snack	- paypay na saging - 250 ml canned juice
	432		Pack meal (Dinner)	-Rice, garlic chicken, pakbet & 250 ml bottled water
10/9/2019	216	pax	Pack meal (Breakfast)	-fried rice, Tortang talong & 250 ml bottled water
	220		AM snack	-Biko - 250 ml softdrinks (assorted)
	220		Pack meal (Lunch)	-Rice, paksiw na bangus, ginataang gulay & 250 ml bottled water
	220		PM Snack	- cheese pimiento sandwich - 250 ml softdrinks (assorted)
	432		Pack meal (Dinner)	-Rice, beef steak, bihon & 250 ml bottled water
10/10/2019	216	pax	Pack meal (Breakfast)	-fried rice,boiled egg, pancit & 250 ml bottled water
	220		AM snack	- Chicken sandwich - 250 ml softdrinks (assorted)
	220		Pack meal (Lunch)	-Rice, garlic chicken, ginataang gulay &250 ml bottled water
	220		PM Snack	-Chicken Sandwich

Annex "A"

				- 250 ml softdrinks (assorted)
	432		Pack meal (Dinner)	-Rice, chicken afritada bihon & 250 ml bottled water
10/12/2019	216	pax	AM snack	-empanada- - 250 ml canned juice
	216		Pack meal (Lunch)	-Rice, sinigang na bangus, ginataang gulay & 250 ml bottled water
	216		PM Snack	- biko - 250 ml softdrinks (assorted)
	216		Pack meal (Dinner)	-Rice, kare kare , bihon & bottled water 250 ml
10/13/2019	216	pax	Pack meal (Breakfast)	-fried Rice, Tortang talong & 250 ml bottled water
	220		AM snack	-Biko - 250 ml softdrinks (assorted)
	220		Pack meal (Lunch)	-Rice, pritong bangus & 250 ml bottled water
	220		PM Snack	- ginataan - 250 ml softdrinks (assorted)
	432		Pack meal (Dinner)	-Rice, beef steak, bihon & 250 ml bottled water
10/14/2019	216	pax	Pack meal (Breakfast)	-fried Rice, pancit canton & 250 ml bottled water
	220		AM snack	- Chicken siopao - 250 ml canned juice
	220		Pack meal (Lunch)	-Rice, adobong manok, pinakbet & 250 ml bottled water
	220		PM Snack	-baked spaghetti - 250 ml softdrinks (assorted)
	432		Pack meal (Dinner)	-Rice, beef steak, bihon & 250 ml bottled water
10/15/2019	108	pax	AM snack	-Turon - 250 ml canned juice
	108		Pack meal (Lunch)	-Rice, fried tilapia, adobong sitaw & 250 ml bottled water
	108		PM Snack	- turon - 250 ml softdrinks (assorted)
	320		Pack meal (Dinner)	-Rice, chicken bbq, chopsuey & 250 ml bottled water
	108		Pack meal (Breakfast)	-fried Rice, Tortang talong & 250 ml bottled

Annex "A"

10/16/2019		pax		water
	22		AM snack	-Biko - 250 ml cenned juice
	22		Pack meal (Lunch)	-Rice, kare kare, pinakbet & 250 ml bottled water
	22		PM Snack	- chicken sandwhich - 250 ml canned juice
	130		Pack meal (Dinner)	-Rice, beef afritada, bihon & 250 ml bottled water
			nothing follows	

A. Other terms and conditions

1) Meals must be served around:

Meals	Time of Service
7:30am	➤ Breakfast
12noon	➤ Lunch
5:30pm	➤ Dinner

2) Can serve extra sfork when needed.

3) Food must be ready an hour before intended time of service.