



**Office of the Presidential Adviser on the Peace Process**  
OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS

**REQUEST FOR QUOTATION**

14 October 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 21 October 2019 to 13 November. Details of which are as follows:

A. Name of the Project	Catering Services
B. Source of Fund	F.Y. 2019
C. Approved Budget for the Contract (ABC)	Eighty-Seven Thousand Seven Hundred Fifty Pesos (PhP87,750.00)
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 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 for the Catering Services**

Old Capitol, Simuay  
Sultan Kudarat  
Maguindanao

**III. Catering Services**

21 October 2019 to 13 November 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 22 2019, 12pm.

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:



**Ryan Dave Jungco**  
Security Unit

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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:

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Authorized Representative:

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Signature:

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Position:

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Contact No.:

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Email Add:

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Address:

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## Technical Requirements

Date	QTY	UNIT	GOODS	SPECIFICATION
21 Oct 2019	15	pax	Pack meal (Breakfast)	-Plain white Rice, boiled egg, fried bangus & bottled water 350ml
			Pack meal (Lunch)	- Plain white Rice, adobong manok, chopsoi & bottled water 350ml
			Pack meal (Dinner)	- Plain white Rice, beef tapa, pancit & bottled water 350ml
22 Oct 2019	15	pax	Pack meal (Breakfast)	- Plain white Rice, egg, beef tapa & bottled water 350ml
			Pack meal (Lunch)	- Plain white Rice, fried tilapia, adobong sitaw & bottled water 350ml
			Pack meal (Dinner)	- Plain white Rice, chicken bbq, pancit guisado & bottled water 350ml
23 Oct 2019	15	pax	Pack meal (Breakfast)	- Plain white Rice, boiled egg, Tortang Tuna & bottled water 350ml
			Pack meal (Lunch)	- Plain white Rice, tilapiang paksiw, adobong kangkong & bottled water 350ml
			Pack meal (Dinner)	- Plain white Rice, beef steak, bihon guisado & bottled water 350ml
3 Nov 2019	15	pax	Pack meal (Breakfast)	- Plain white Rice, sunny side up egg, pancit guisado & bottled water 350ml
			Pack meal (Lunch)	- Plain white Rice, bangus na paksiw , Tortang talong & bottled water 350ml
			Pack meal (Dinner)	- Plain white Rice, beef steak, bihon guisado & bottled water 350ml
4 Nov 2019	15	pax	Pack meal (Breakfast)	- Plain white Rice, omelet egg, fried bangus & bottled water 350ml
			Pack meal (Lunch)	- Plain white Rice, adobong manok, chopsoi & bottled water 350ml
			Pack meal (Dinner)	-Rice, beef tapa, pancit



				guisado & bottled bottled water 350ml
5 Nov 2019	15	pax	Pack meal (Breakfast)	-Rice, boiled egg, beef tapa & bottled water 350ml
			Pack meal (Lunch)	- Plain white Rice, fried tilapia, adobong sitaw & bottled water 350ml
			Pack meal (Dinner)	- Plain white Rice, chicken bbq, pancit guisado & bottled water 350ml
6 Nov 2019	15	pax	Pack meal (Breakfast)	- Plain white Rice, Tortang Tuna & bottled water 350ml
			Pack meal (Lunch)	- Plain white Rice, paksiw, ginataang gulay & bottled water 350ml
			Pack meal (Dinner)	- Plain white Rice, beef steak, bihon & bottled water
11 Nov 2019	15	pax	Pack meal (Breakfast)	-Rice, sunny side up egg, pancit & bottled water
			Pack meal (Lunch)	- Plain white Rice, tinolang bangus, ginataang kalabasa & bottled water
			Pack meal (Dinner)	- Plain white Rice, beef steak, bihon guisado & bottled water 350ml
12 Nov 2019	15	pax	Pack meal (Breakfast)	- Plain white Rice, boiled egg, beef tapa & bottled water 350ml
			Pack meal (Lunch)	- Plain white Rice, fried tilapia, adobong sitaw & bottled water 350ml
			Pack meal (Dinner)	- Plain white Rice, chicken bbq, pancit guisado & bottled water 350ml
13 Nov 2019	15	pax	Pack meal (Breakfast)	- Plain white Rice, sunny side up egg, Tortang Tuna & bottled water 350ml
			Pack meal (Lunch)	- Plain white Rice, inihaw bangus, adobong kangkong & bottled water 350ml
			Pack meal (Dinner)	- Plain white Rice, beef steak, bihon guisado & bottled water 350ml