



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

**REQUEST FOR QUOTATION**

24 January 2020

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 Supply and Delivery of 230 pieces of Grocery Baskets. Details of which are as follows:

A. Name of the Project	<b>Supply and Delivery of Grocery Baskets</b>
B. Source of Fund	<b>F.Y. 2019.</b>
C. Approved Budget for the Contract (ABC)	<b>Eight Hundred Fifty-One Thousand Pesos (Php851,000.00).</b>
D. Mode of Procurement	<b>Negotiated Procurement-Small Value Procurement (R.A. 9184).</b>
E. Technical Requirements	<b>➤ Please see Annex "A".</b>
F. Documentary Requirements: <i>these shall be submitted on or before the deadline for submission of bids.</i>	<b>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;</b>

**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.

- 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**

Within seven (7) calendar days from receipt of Job Order.

**III. Place of Delivery**

DPWH XII-Res Mintex  
Datu Odin Sinsuat  
Maguindanao

**IV. Terms of Payment**

Payment shall be made to the supplier or distributor upon complete delivery and installation and issuance of billing statement.

**V. Warranty**

Replacement of defective item/s shall be made within seven (7) days from receipt of the supplier or distributor of the formal written notice.

**VI. Deadline of Submission of Bids**

Bids/Quotations must be submitted on or before FEB 14 2020, 12pm.

**VII. Submit your bids at:**

BAC Secretariat's Office  
6<sup>th</sup> 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.

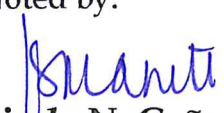
The contract will be awarded to the *lowest quotation* and *responsive* to our specifications and requirements.

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

Sincerely,

  
**Liana Joyce D. Parungao**  
AO II - PSS

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: \_\_\_\_\_

PARTICULARS	ITEMS	WEIGHT	QUANTITY	
Ham	Chicken Ham	1 kg	230 packs	
Spaghetti Menu	Spaghetti Noodles	1 kg	1	
	Spaghetti Sauce	1 kg	1	
Fruit Salad Menu	Cheese Big	440 g	1	
	Fruit Cocktail	3.033 kg	1	
	Nata de Coco	680 g	1	
	Kaong	340 g	1	
	All Purpose Cream	250 ml	2	
	Condensed Milk (Tetra Pack)		2	
	Evaprated Milk (Tetra Pack)		1	
	Corn Kernel		1	
	Macaroni Salad Menu	Noodles	420 g	1
		Mayonnaise	1 kg	1
Pineapple Chunks		1 kg	1	
Raisins		822 g	1	
Canned Goods	Corned beef	200g	1	
Biscuits	Chocolate Chips Cookies	210 g	2	
	Bite Size Choco Wafer Biscuits (imported)	200 g	1	
Breakfast Meals	Powder Milk		1	
	Chocolate Powder Drink	320 g	1	
	Coffee Powder Classic	400 g	1	
	Coffeemate	200 g	1	
	Oat Meals	400 g	1	
	Cereal Crunch	400 g	1	
Chocolate	Swiss Milk Choco with Honey & Almond Nougat	170 g	1	
	Roasted Almonds Coated with Dairy Milk Chocolate	200 g	1	
Spread	Hazel Nut Spread (imported)	1 box	1	
Box	Plastic Storage Box (to be used for Packing)	350 g	1	
Instructions	Each basket must contain every "item" mentioned above with corresponding quantity. Except for the Ham, where it will just be 1pc per basket.		100 liters	1