



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

REQUEST FOR QUOTATION

22 September 2020

The Office of the Presidential Adviser on the Peace Process (OPAPP), through its Bids & Awards Committee (BAC), intends to apply the sum of Eight Hundred Fifty-One Thousand Pesos (PhP851,000.00), being the Approved Budget for the Contract (ABC) to be paid for the Small Value Procurement, as defined under section 53.9 of the IRR of RA 9184, for the procurement of the goods listed below:

Lot	Goods	Quantity	Technical Requirements
1	Sets of Grocery Baskets	230	See Annex "A"

The OPAPP now invites suppliers/distributors to submit price quotations for the above items.


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

For further inquiries, please coordinate with the BAC Secretariat at telephone number (02) 8636 0706 or at opapp.bacsec@gmail.com.

Sincerely,


Liana Joyce D. Parungao
AO II - PSS

Noted by:


Linda N. Cañete
CAO - PSS

TERMS & CONDITIONS

I. Terms & Conditions

- a) The ABC indicated above is inclusive of applicable taxes, fees, and/or levies payable.
- b) The contract shall be awarded to the lowest and responsive bid. Bid amount exceeding the ABC shall be automatically disqualified.
- c) The price quotation must be valid for one hundred twenty (120) calendar days from the date of submission of bids.
- d) Bidder shall submit copy of the following documents with all its pages on or

before SEP 30 2020, 11am on the place specified below:

1. Mayor's/Business Permit
2. PhilGEPS Registration Number
3. Latest Income/Business Tax Return
4. Omnibus Sworn Statement: *Original Copy*

None submission of any or all of the document will be declared ineligible to bid and hence, the bid shall be disqualified.

The above documents shall be submitted in a sealed envelope with the name of the sender, complete mailing address, email address, and telephone or mobile number. Without such details, the bid shall not be accepted.

Submit your bidding documents at:

*BAC Secretariat's Office
3rd Floor, Agustin I Bldg.
F. Ortigas Jr. Road
Ortigas Center
Pasig City*

- e) Late bids shall not be accepted. If you intend to send your bids through a courier, please ensure that we shall receive it before the deadline for submission of bids.
- f) OPAPP shall conduct evaluation/inspection of goods to be supplied to OPAPP before an award shall be issued.
- g) Subcontracting is not allowed.
- h) Delivery shall be completed within fifteen (15) calendar days from receipt of Job/Purchase Order.
- i) Place of Delivery
*Office of the Presidential Adviser on the Peace Process (OPAPP)
DPWH-Res Compound, Mintex
Brgy. Awang, Datu Odin Sinsuat
Maguindanao*

- j) Payment shall be made to the supplier or distributor upon complete delivery and submission of pertinent documents.
- k) Replacement of defective item/s shall be made within seven (7) days from receipt of the supplier or distributor of the formal written notice.
- l) 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.

QUOTATION FORM

OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS
Agustin I Bldg.
F.Ortigas Jr. Road
Ortigas Center, Pasig City

Dear **Sir/Ma'am**,

After having carefully read and accepted your terms and conditions, we are pleased to quote you for the following items:

Lot	Technical Requirements	Quantity/Baskets	Statement of Compliance	Unit Cost	Total Cost
1	Grocery Baskets	230			

Prices in the above offer are certified true and correct.

Sincerely,

(Signature over Printed Name of the Authorized Representative)

Company Name: _____

Contact No.: _____

Email Add: _____

GROCERY BASKET

Particulars	Items	Weight	Quantity
Spaghetti Menu	Spaghetti Noodles	1kg	1
	Spaghetti Sauce	1kg	1
	Cheese	440 g	1
Fruit Salad Menu	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
	Evaporated Milk (Tetra Pack)		1
	Corn Kernel	420 g	1
Macaroni Salad Menu	Noodles	1 kg	1
	Mayonnaise	1 kg	1
	Pineapple Chunks	822 g	1
	Raisins	200g	1
Canned Goods	Spanish Sardines	155g	2
	Canned Tuna	155g	2
	Corned Beef	210g	2
Biscuits	Chocolate Chips Cookies	200g	1
	Bite size Choco Wafer Biscuits		1
Breakfast Meals	Powder Milk	320g	1
	Chocolate Powder Drink	400g	1
	Coffee Powder Classic	200g	1
	Creamer	400g	1
	Oats Meal	400g	1
	Cereal Crunch	170g	1
Chocolate	Swiss Milk Choco with Honey & Almond Nougat	200g	1
	Roasted Almonds Coated with Dairy Milk Chocolate	1 box	1
Spread	Hazelnut Spread	350g	1
Box or Basket	Plastic Storage (to be used for Packing)	100 liters	1

Instructions:

- 1 set per box/basket composed of the items above