



Office of the President of the Philippines
Office of the Presidential Adviser on Peace, Reconciliation and Unity
 7th Floor, Agustin 1 Building, F. Ortigas Jr. Road, Ortigas Center, 1605 Pasig City Tel (+632) 636-0701 Fax No: (+632) 638-2216

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

28 March 2023

The Office of the Presidential Adviser on Peace, Reconciliation and Unity (OPAPRU) intends to apply the sum of **One Hundred Sixty-Five Thousand Pesos Only (PhP 165,000.00)** being the Approved Budget for the Contract (ABC) for the **conduct of Eid'l Fitr 2023: series of Iftar with MNLF communities and Peace Conversation with MNLF women during the month of Ramadhan on 12-15 April 2023 in Camp Ibrahim Sema, Datu Odin Sinsuat, Maguindanao Province**, as defined in Section 53 otherwise (Negotiated Procurement) under section 53.9 (Small Value Procurement) of the Implementing Rules and Regulations of RA 9184 for the Procurement of **Catering Services of the aforementioned activity** for the period of **14 April 2023**.

| Lot No. | Goods | Quantity | Specific Technical Requirements |
|---------|-------------------|----------|--|
| 1 | Catering Services | 300 PAX | A. Number of pax to be catered: 300 B. Meal requirements: <ul style="list-style-type: none"> • 3 viands (sotanghon, buttered chicken and sweet and sour fish) 1 dessert (macaroni salad), 1 bottle of soft drink (300ml) and water (350ml) • 1 roasted cattle (50kgs) • Strictly No Pork C. Set-up and Packaging <ul style="list-style-type: none"> • Food packs for 200 pax (MNLF members) • Family Serving for 100 pax (MNLF leaders, OPAPRU BT-Cluster Execom, AFP and PNP) • 35 tables and 300 chairs • Packaging – plastic (200 pax); serving plate (100 pax) • Utensils – disposable spoon and fork (200 pax); stainless spoon and fork (100 pax) D. Location and delivery arrangement <ul style="list-style-type: none"> • Location and time – Camp Ibrahim, Sema, Datu Odin Sinsuat, Maguindanao at 4:00PM • Hauling/Delivery cost – charged to the supplier/bidder |

The OPAPRU now invites contractors/suppliers to submit price quotations for the abovementioned procurement project.

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

For further inquiries and clarifications, you may coordinate with the BAC Secretariat at telephone number (02) 8636 0701 to 06 local 871 or email at bac.secretariat@peace.gov.ph.

Prepared by:


JULHAMRI B. ARAGASI
 PPO, MNLF-PPO

Noted by:


DIR. JANA JILL L. GALLARDO
 Head, MNLF-PPO



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TERMS AND CONDITIONS

1. The Approved Budget for the Contract (ABC) is inclusive of applicable taxes, fees, and/or levies payable.
2. The Contract shall be awarded to the lowest and responsive bidder. Bid amount exceeding the ABC shall be automatically disqualified.
3. The price quotation must be valid for sixty (60) calendar days from the date of submission of bids.
4. The Bidder shall submit its quotation with the following documents on or before 4 Apr. 2023 10:00 a.m. on the address specified below:
 - A. Mayor's/Business Permit
 - B. PhilGEPS Registration Number
 - C. Omnibus Sworn Statement (*Original Copy*)
 - D. Income/Business Tax Return (*note: for ABC above PhP500,000.00*)
5. The abovementioned documents must be properly labeled ("**TAB**") before submitting to the BAC Secretariat.
6. None submission of any of the document/s will be automatically declared ineligible to bid and hence, the bid shall be disqualified.
7. Bid documents shall be submitted in a *sealed and signed envelope* indicating the Procurement title together with the name of the Bidder, complete mailing address, email address, and telephone or mobile number. Without such details, the bid shall not be accepted.
8. The physical bidding documents shall be submitted personally or via courier on or before the set deadline and time at the:

Bids and Awards Committee Secretariat Office
3rd Floor, Agustin I Building
Emerald Avenue, Ortigas Center
Pasig City
9. The OPAPRU shall conduct an evaluation/inspection of goods to be supplied/procured before an award shall be issued.
10. Subcontracting is not allowed.
11. The delivery of goods shall be completed upon receipt of Job/Purchase Order.
12. The place of delivery will be at:

10th Floor, Agustin I Building
Emerald Avenue, Ortigas Center
Pasig City
13. Payment shall be made to the supplier or distributor within thirty (30) calendar days from complete delivery and submission of pertinent documents for payment as required under existing laws.
14. The OPAPRU 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 RA 9184.



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QUOTATION FORM

Office of the Presidential Adviser on Peace, Reconciliation and Unity

Agustin I Building, 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 | Statement of Compliance <i>(Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered)</i> | Unit Cost | Total Cost |
|-----|---|----------|--|-----------|------------|
| 1 | Number of pax to be catered | 300 | | | |
| 2 | Meal requirements: <ul style="list-style-type: none"> • 3 viands (sotanghon, buttered chicken and sweet and sour fish) 1 dessert (macaroni salad), 1 bottle of soft drink (300ml) and water (350ml) • 1 roasted cattle (50kgs) • Strictly No Pork | 300 | | | |
| 3 | Set-up and Packaging: <ul style="list-style-type: none"> • Food packs for 200 pax • Family serving for 100 pax • 35 tables and 300 chairs • Packaging – plastic (200 pax); serving plate (100 pax) • Utensils – disposable spoon and fork (200 pax); stainless spoon and fork (100 pax) | 300 | | | |



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| | | | | | |
|--------------------|---|--|--|--|--|
| 4 | Location and delivery arrangement <ul style="list-style-type: none"> • Location and time – Camp Ibrahim, Sema, Datu Odin Sinsuat, Maguindanao at 4:00PM • Hauling/Delivery cost – charged to the supplier/bidder | | | | |
| GRAND TOTAL | | | | | |

Prices in the above offer are certified true and correct.

Sincerely,

 (Signature over Printed Name of the Authorized Representative)

Company Name: _____

Contact No: _____

Email Address: _____