



REQUEST FOR QUOTATION

Date: 03 May 2023
RFQ No.: 100-23-03-610

Name of Company: _____
Address: _____
Name of Store/Shop: _____
Address: _____
TIN: _____
PhilGEPS Registration Number: _____

The City Government of Pasig, through the Bids and Awards Committee (BAC), intends to procure **Food Provision for the Joint Reach-Out Operation and Regular Reach-Out/Roving Operation for the Department of Social Welfare and Development** with an Approved Budget for the Contract (ABC) of **Php 196,000.00**, in accordance with **Section 53.9** of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184. Please quote your best offer for the item in the table below.

The Project shall be awarded as One Project having several items that shall be awarded as one contract. Quotations received exceeding each total Cost per Item and/or the total Approved Budget for the Contract shall be rejected.

Item No.	Item Description	QTY	UOM	Approved Budget		Price Offer	
				Unit Cost	Total Cost	Unit cost	Total Cost
1	food pax, - May 18 - 20pax caldereta bottled water May 23 - 20pax Chicken curry w/ banana and bottled water June 22 - 20pax menudo bottle water July 20 - 20pax Nilagang baka bottled water Aug 24 - 20pax Sinigang na baboy bottle water Sept 21 - 20pax fish fillet bottled water Oct 19 - 20pax Nilagang baboy bottled water Nov 23 - 20pax daing na bangus w/ talong & bagong bottled water Dec 14 - 20pax bicol express bottled water	180	pax	200.00	36,000.00		
2	food pax, - pm snack (Dinner) May 25, 2023 - 260packs * Ginisang ampalaya w/ fried galunggong * bottled water 350mL September 20, 2023 - 270packs * Adobong paksiw ng galunggong * bottled water 350ml	800	pax	200.00	160,000.00		



	December 20, 2023 - 270packs * Dinendeng w/ fried bangus * bottled water 350ml						
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.		Total	196,000.00				
DELIVERY TERM: Please refer to the Terms of Reference.							

Submit this Quotation (Accomplished and duly signed by the Owner or the respective Authorized Representative indicated in the Secretary's Certificate/Special Power of Attorney) not later than the closing date specified in the Bid Notice Abstract posted in PhilGEPS website along with the following documents:

- **Mayor's/Business Permit** (or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit subject to submission of the Mayor's Permit before the award of contract). The nature of business as stated in the Mayor's/Business Permit should at the very least be similar or related to the project to be bid.
- **PhilGEPS Registration Number**
- **Income Tax Return** - Latest Income or Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS).
In accordance with Revenue Regulation No. 3-2005, the above-mentioned tax returns shall refer to the following:
 1. Latest Income Tax Return (ITR) - For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR.
 2. Latest Business Tax Return - refers to the Value Added Tax (VAT) or Percentage Tax returns covering the previous six (6) months.
- Accomplished and notarized **Omnibus Sworn Statement**
([https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement\(Revised\).docx](https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx))
- **Proof of Authorization: Secretary's Certificate** if corporation, or **Special Power of Attorney**, if individual.

ADDITIONAL REQUIREMENTS:

For Procurement of Drugs and Medicines:

Documents from the Food and Drug Administration (FDA):


- a. Certificate of Product Registration;
- b. Certificate of Good Manufacturing Practice;
- c. License to Operate;
- d. Batch Release Certificate (*for vaccines, toxoids and immunoglobulins only*) [*to be submitted upon delivery*]; and
- e. Certificate of Analysis (*for anesthesia and antibiotics*) [*to be submitted upon delivery*].

If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

Please submit the accomplished Quotation and required documents on or before the deadline of submission at the Bids and Awards Committee (BAC) through the **Procurement Management Office (BAC Secretariat Office), 4th Floor, Pasig City Hall, San Nicolas, Pasig City.**

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600



(02) 8643-1111 * (02) 8641-1111 loc 1461 *  bidsandawards@pasigcity.gov.ph *



pasigcity.gov.ph

All documents should be submitted in a sealed brown envelope addressed to the “Bids and Awards Committee, 4th Floor, Pasig City Hall”, and properly marked with the Project Title as provided herein.

The CITY GOVERNMENT OF PASIG reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For any clarification, you may contact us at telephone no. (02) 8641-1111 / (02) 8643-1111 loc. 1461 or email address at bidsandawards@pasigcity.gov.ph

SGD

ATTY. PONCE MIGUEL D. LOPEZ

Officer in Charge, Procurement Management Office

I hereby certify that I have read and agree to this Request for Quotation, its Terms of Reference, and Bid Bulletin/s, if any. I further certify that the products to be delivered will conform to the specifications stated in the Item Description.

Conforme:


Signature over Printed Name

Position

Duly authorized to sign quotation/offer for and on behalf of _____
(Please indicate Company Name)

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600



(02) 8643-1111 * (02) 8641-1111 loc 1461 *  bidsandawards@pasigcity.gov.ph *



pasigcity.gov.ph

TERMS OF REFERENCE

SOURCE OF FUNDS	General Fund
Delivery Address	Bahay aruga caruncho avenue San Nicolas pasig city
Time of Delivery	8am- 6pm
Date of Delivery	May 18, 2023 , May 25 2023, June 20 2023, July 20 2023, aug 24 2023, Sept 21 2023, Oct 19 2023, Nov 23 2023, Dec 14 2023
Menu	<p>Food supply (180pack)</p> <p>1st day May 18, 2023 (20pax)</p> <ul style="list-style-type: none"> • Beef Calderata wid bottled water <p>2nd day May 25, 2023 (20pax)</p> <ul style="list-style-type: none"> • Chicken curry w/ banana <p>3rd day June 22, 2023 (20pax)</p> <ul style="list-style-type: none"> • Menudo <p>4nd day July 20,2023 (20pax)</p> <ul style="list-style-type: none"> • Nilagang baka <p>5th day aug 24, 2023 (20pax)</p> <ul style="list-style-type: none"> • Sinigang ng baboy <p>6th day sept 21, 2023 (20pax)</p> <ul style="list-style-type: none"> • Fish fillet <p>7th day oct 19, 2023 (20pax)</p> <ul style="list-style-type: none"> • Nilagang baboy <p>8th day nov 23, 2023 (20pax)</p> <ul style="list-style-type: none"> • Daing nab angus w/ talong na my bagong <p>9th day december 14, 2023 (20pax)</p> <ul style="list-style-type: none"> • Bicol express
Specification	<ul style="list-style-type: none"> • Delivery receipt / acknowledgement will be provided by the supplier • Bento Type • One contact person for the request • Payment will depend on the actual number of food delivered
<p>MA. TERESA O. BRIONES, RSW, MSSW City Govt. Dept. Head II, OSWD PRC Lic. No. 0008740</p>	

TERMS OF REFERENCE

SOURCE OF FUNDS	General Fund
Delivery Address	Bahay aruga caruncho avenue San Nicolas pasig city
Time of Delivery	4PM (dinner)
Date of Delivery	May 23, 2023 , September 20, 2023 , December 20, 2023
Menu	<p>1st day May 23, 2023 (260pax)</p> <ul style="list-style-type: none">• Ginisamg ampalaya w/ fried galunggong• Battled water- 350ml <p>2nd day September 20, 2023 (270pax)</p> <ul style="list-style-type: none">• Adobong paksiw ng galunggong• Botted water 350ml <p>3rd day December 20,2023 (270pax)</p> <ul style="list-style-type: none">• Dinendeng w/ fried bangus• Bottled water 350ml
Specification	<ul style="list-style-type: none">• Delivery receipt / acknowledgement will be provided by the supplier• Bento Type• One contact person for the request• Payment will depend on the actual number of food delivered
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