



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9835971  
**Procuring Entity** CITY OF PASIG  
**Title** Various Requirements for the 1st Pasig City Senior High School Congress – Education Unit  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b> 100-23-05-1237	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations	<b>Associated Components</b>	5
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	3
<b>Classification:</b> Goods	<b>Document Request List</b>	0
<b>Category:</b> Events Management	<b>Date Published</b>	09/06/2023
<b>Approved Budget for the Contract:</b> PHP 320,370.00	<b>Last Updated / Time</b>	19/06/2023 14:50 PM
<b>Delivery Period:</b>	<b>Closing Date / Time</b>	21/06/2023 10:00 AM
<b>Client Agency:</b>		
<b>Contact Person:</b> ATTY. PONCE MIGUEL D. LOPEZ Officer In Charge, Procurement Management Office Pasig City Hall, Caruncho Avenue, Barangay San Nicolas, Pasig City Metro Manila Philippines 1600 63-2-86431111 Ext.1461  bidsandawards@pasigcity.gov.ph		

#### Description

Items Quantity / Units

LOT 1

1 Packed meals,  
- for 1st Senior High School Research Conference Participants

- Breakfast

- each pack consists of the following:

1 rice, 1 chicken dish, 1 sunny side up egg,  
1 fruit and 1 350ml bottled water

- Packaging shall be contained in biodegradable plastic container  
(Bento box style) with plastic utensils

Please see attached Terms of Reference 310 packs

2 Packed meals,

- Lunch

- each pack consists of the following:

1 rice, 2 viands dish, 1 dessert, and 1 350ml bottled water

The quantity per day will be as follows:

Day 1 (June 26): 310 packs  
Day 2 (June 27): 310 packs

- Packaging shall be contained in biodegradable plastic container (Bento box style) with plastic utensils

Please see attached Terms of Reference 620 packs

3 Packed meals,

- Snacks

- each pack consists of the following:

1 sandwich, 1 noodle/pasta dish, and 1 350ml bottled water

The quantity per day will be as follows:

Day 1 (June 26): 310 packs

Day 2 (June 27): 310 packs

- Packaging shall be contained in biodegradable plastic container (Bento box style) with plastic utensils

Please see attached Terms of Reference 620 packs

LOT 2

4 Plaque,

- Specification:

- Material: Acrylic

Thickness: 4.5mm

Approximate Size:

12" width, 9" height, 3" depth (1st place)

8" width, 7" height, 3" depth (2nd place)

6" width, 7" height, 3" depth (3rd place)

- Color: White background, blue side design

SDO Pasig logo size: 5 inches

Pasig Logo size: 5 inches

- Design and layout shall be provided by the end-user

Please see attached Terms of Reference for the design

45 pcs

LOT 3

5 Stage decoration and fresh flowers,

- Specification:

- Assorted fresh flowers arrangement

- Delivery venue: Tanghalang Rizal

- Specification:

- Flowers:

- 12 doz. - Malaysian mums

5 doz. - Anthurium Red

10 doz. - Astromerta

20 pcs. - Sunflower

5 bunches - Aster flower (white)

20 bundles - lemon grass

1 box floral foam

- Half of the lot will be supplied on Day 1 and the rest will be on Day 2 to ensure of freshness of flowers

Please see attached Terms of Reference 1 lot

LOT 4

6 LED wall rental with Installation,

- Specification

- Size: P3 Standard size 9ft x 12ft.

36 units LED wall panel

Digital mixer

Processor and sending card set

PDU / main set

Patch cable lot

Riser (2x12 ft.)

Laptop for video playback

1 video monitor at the stage and its peripherals

Please see attached Terms of reference 1 unit

PRICE QUOTATION/S SHOULD BE PRINTED ON COMPANY'S OFFICIAL LETTERHEAD TOGETHER WITH THE FOLLOWING UPDATED DOCUMENTS;

-Mayor's/Business Permit  
 -PhilGEPS Registration Number  
 -Income/Business Tax Return  
 -Accomplished and notarized Omnibus Sworn Statement  
 (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

NOTE:

TO BE SUBMITTED SEALED AND LABELED ON A LONG BROWN ENVELOPE, FOLLOWING THIS FORMAT AS FOLLOWS:

FOR:

ATTY. JOSEPHINE C. LATI-BAGAOISAN  
 BAC Chairperson

THRU:

ATTY. PONCE MIGUEL D. LOPEZ  
 Officer In Charge, Procurement Management Office  
 4th Floor, Pasig City Hall,  
 Caruncho Avenue,  
 Pasig City

DATE : \_\_\_\_\_

COMPANY'S NAME : \_\_\_\_\_

PhilGEPS REFERENCE NUMBER : \_\_\_\_\_

PROJECT TITLE : \_\_\_\_\_

**Remarks**

Extension for the Submission of Offer for LOT 2 only

Please be guided accordingly

**Created by** ATTY. PONCE MIGUEL D. LOPEZ

**Date Created** 08/06/2023

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