



REQUEST FOR QUOTATION

Date: 07 July 2023
RFQ No.: 100-23-06-1427

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 Ecumenical, Clinical, Recognition, and Academic Graduation - PLP** with an Approved Budget for the Contract (ABC) of **Php 246,050.00**, 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
UNIVERSITY WIDE ACTIVITIES ECUMENICAL RECOGNITION, CLINICAL & ACADEMIC GRADUATION							
1	Lunch; Pack 1 - 1 Viand, rice, Dessert, Bottled Water 350ml	475	pax	150.00	71,250.00		
2	Lunch: Pack 2 - 2 Viand, rice, Dessert, Bottled Water 350ml	65	pax	220.00	14,300.00		
3	Lunch: Pack 3 - 3 Viand, rice, Dessert, Bottled Water 350ml	150	pax	450.00	67,500.00		
4	Dinner: Pack 1 - 3 Viand, pasta, rice, Dessert, Bottled Water 350ml	150	pax	450.00	67,500.00		
5	Dinner: Pack 2 - 1 Viand, rice, Dessert, Bottled Water 350ml	100	pax	150.00	15,000.00		
6	Bottled Water - 350ml, 50 pcs/ box	14	box	750.00	10,500.00		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.		Total		246,050.00			
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].

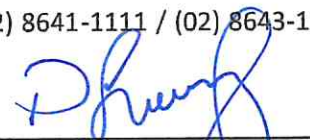
If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

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.**

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




ATTY. PONCE MIGUEL D. LOPEZ

Officer in Charge, Procurement Management Office

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
Technical Specifications

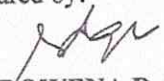
Date of Activity	Activity Title	Meal	Menu	No. of Pax
July 24, 2023	Ecumenical and Clinical Graduation	Lunch	2 viand (Chicken Cordon Bleu, Wrapped Lumpiang Ubod), Rice, Buko Pandan, Bottled Water (350ml) 2 box Bottled Water (350ml)	65
July 25, 2023	Academic Graduation Practice	Lunch	1 Viand (Chicken Pastel) Rice, Buko Pandan, Bottled Water (350ml) 2 box Bottled Water (350ml)	125
July 26, 2023	Recognition and Graduation Set-up	Lunch	1 Viand (Chicken Cordon Bleu) Rice, Leche Flan, Bottled Water (350ml) 2 box Bottled Water (350ml)	200
July 27, 2023	Academic Graduation 2023	Lunch and Dinner	Pack 1 1 Viand (Beef Kaldereta) Rice, Mango Tapioca, Bottled Water (350ml) Pack 2 3 Viand (Beef Kaldereta, Fish Tempura, Marbled Potatoes and French Beans in Butter), Pasta (Baked Lasagna), Rice, Mango Tapioca, Bottled Water (350ml) 4 box Bottled Water (350ml)	Pack 1 Lunch 75 pax Dinner 50 pax Pack 2 Lunch 75 pax Dinner 75 pax
July 28, 2023	Academic Graduation 2023	Lunch and Dinner	Pack 1 1 Viand (Pork Tonkatsu) Rice, Coffee Jelly, Bottled Water (350ml) Pack 2 3 Viand (Pork Tonkatsu, Garlic Butter Shrimp, Mixed Vegetables in Butter with Quail Eggs), Pasta (Tuna Pesto), Rice, Coffee Jelly, Bottled Water (350ml) 4 box Bottled Water (350ml)	Pack 1 Lunch 75 pax Dinner 50 pax Pack 2 Lunch 75 pax Dinner 75 pax

REMARKS: Meals should be packed using Bento Box with spoon, fork & tissue.


Delivery Place: Tanghalang Pasigueño

Delivery Time: Lunch – 10:30 am
Dinner – 3:30 pm

Prepared by:


Ms. ROWENA D. GIL
Academic Affairs Officer

Approved:


GLICERIO M. MANINGAS, Ph.D
University President