



REQUEST FOR QUOTATION

Date: 14 September 2023
RFQ No.: 100-23-07-1688

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 PLP for the Local Colleges and Universities Athletic Association (LCUAA) Sports Tournaments – Pamantasan ng Lungsod ng Pasig** with an Approved Budget for the Contract (ABC) of **Php 985,550.00**, 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	Catering Services, - Breakfast - Lunch - PM Snack - Dinner - (See attached terms of reference)	1190	pax	800.00	952,000.00		
2	Bottled Water 350ml	1190	pcs	20.00	23,800.00		
3	Mineral Water 5gal	15	gallon	650.00	9,750.00		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.				Total	985,550.00		
DELIVERY TERM: Please refer to the Terms of Reference.							



SCHEDULE OF REQUIREMENTS
Technical Specifications

Activity Title	Local Colleges and Universities Athletic Association (LCUAA) SPORTS Tournaments
Date of Activity	October 8 to 13, 2023
Time	8:00 am to 5:00 pm
Venue	Laguna University

REQUIREMENTS:

I. Food Catering

Particulars	Estimated Number of Pax	Number of Days	Total Number	Unit cost	Total Estimated Budget
AM Snack	170	7	1190	150	178,500.00
Lunch	170	7	1190	250	297,500.00
PM Snack	170	7	1190	150	178,500.00
Dinner	170	7	1190	250	297,500.00
Water Gallon		7	15	650	9,750.00
Bottled Water	170	7	1190	20	23,800.00
TOTAL					985,550.00

A. Food Specifications

Day 1: October 7, 2023	Breakfast	Tapsilog with Hot Choco/coffee and bottled water (350ml)
	Lunch	2 viands (Cheesy Kaldereeta or Pork Sisig and Garlic Chicken Parmesan) Stir-fry vegetables, rice, and dessert (Coffee Jelly), and bottled water (350ml)
	PM Snack	Carbonara, Beef burger w/ TLC, bottled iced tea (350ml)
	Dinner	2 viands (Roasted Chicken, Lechon Kawali or Beef Stroganoff) Stir-fry vegetables, rice, and dessert (Coffee Jelly), and bottled water (350ml)
Day 2: October 8, 2023	Breakfast	Daingsilog with Hot Choco/coffee and bottled water (350ml)
	Lunch	2 viands (Chicken Cordon Bleu or Asian Style Spareribs and Lemon Buttered Fish Fillet) Stir-fry vegetables, rice, and dessert (mango jelly), and bottled water (350ml)

Alkalde Jose St. Kapasigan, Pasig City 1600, Metro Manila



PANTASAN NG PASIGJENO

1

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



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

pasigcity.gov.ph

Page 2 of 7 | RFQ No. 100-23-07-1688 | RLD



	PM Snack	Pancit Canton with Special puto and bottled iced tea (350ml)
	Dinner	2 viands (Grilled Liempo or Chicken Inasal and Pork Menudo) Stir-fry vegetables, rice, and dessert (mango jelly), and bottled water (350ml)
Day 3 October 9, 2023	Breakfast	Cornsilog with Hot choco/coffee and bottled water (350ml)
	Lunch	2 viands (Pork Cutlet in gravy sauce or Roasted Barbeque Style Chicken and Chicken Fingers) Stir-fry vegetables, rice, and dessert (gelatin), and bottled water (350ml)
	PM Snack	Wrapped Chicken Salad with Nachos and bottled iced tea (350ml)
	Dinner	2 viands (Beef Salpicao or Special Embutido and Chicken Teriyaki) Stir-fry vegetables, rice, and dessert (gelatin), and bottled water (350ml)
Day 4 October 10, 2023	Breakfast	Ham/Sausage silog with Hot choco/coffee and bottled water (350ml)
	Lunch	2 viands (Beef w/ mushrooms or Fish Fillet in Tartar Sauce and Buffalo Chicken) Stir-fry vegetables, rice, and dessert (caramel), and bottled water (350ml)
	PM Snack	Carbonara and cheesy beef burger with TLC and bottled iced tea (350ml)
	Dinner	2 viands (Sweet & and Sour Sliced Pork or Hickory Chops and Chicken Pastel) Stir-fry vegetables, rice, and dessert (caramel), and bottled water (350ml)
Day 5 October 11, 2023	Breakfast	Longsilog with Hot Choco/coffee and bottled water (350ml)
	Lunch	2 viands (Pork Hamonado or Chiken ala king and Chicken Spring roll) Stir-fry vegetables, rice, and dessert (choco crinkles), and bottled water (350ml)
	PM Snack	Pancit Bihon with New Yorker Sandwich and bottled iced tea (350ml)
	Dinner	2 viands (Beef ala Cubana or Chicken Sisig and Beef Teriyaki) Stir-fry vegetables, rice, and dessert (choco crinkles), and bottled water (350ml)
Day 6 October 12, 2023	Breakfast	Porchopsilog with Hot Choco/coffee and bottled water (350ml)
	Lunch	2 viands (Roast beef or Savory Chicken and Sweet and Sour Fish Fillet) Stir-fry vegetables, rice, and dessert (macaroons), and bottled water (350ml)

Alkalde Jose St. Kapasigan, Pasig City 1600, Metro Manila



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

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



	PM Snack	Beefy Spaghetti with Chicken Sandwich and bottled iced tea (350ml)
	Dinner	2 viands (Garlic Chicken in Cream Sauce or Pork in Oyster Sauce and Pork Katsu) Stir-fry vegetables, rice, and dessert (Macaroons), and bottled water (350ml)
Day 7: October 13, 2023	Breakfast	Tapsilog with Hot Choco/coffee and bottled water (350ml)
	Lunch	2 viands (Cheesy Kaldereta or Pork Sisig and Garlic Chicken Parmesan) Stir-fry vegetables, rice, and dessert (Coffee Jelly), and bottled water (350ml)
	PM Snack	Carbonara, Beef burger w/ TLC, bottled iced tea (350ml)
	Dinner	2 viands (Roasted Chicken, Lechon Kawali or Beef Stroganoff) Stir-fry vegetables, rice, and dessert (Coffee Jelly), and bottled water (350ml)

B. Inclusions:

Complete Catering Set-up
- Round tables good for 10 with floor length table cloth and centerpiece
- Table Napkin and Full set of cutleries
- Chairs with seat cover
- Skirted Buffer Station with center piece
- Uniformed Waiters/Servers
- Provision for unlimited coffee, iced tea and water

C. Delivery:

Particulars	Date	Expected Time of Delivery	Venue
Breakfast	October 7 to 13, 2023	7:00 AM	LAGUNA UNIVERSITY
Lunch	October 7 to 13, 2023	11:00 AM	LAGUNA UNIVERSITY
PM Snack	October 7 to 13, 2023	2:00 PM	LAGUNA UNIVERSITY
Dinner	October 7 to 13, 2023	4:00 PM	LAGUNA UNIVERSITY

Alkalde Jose St. Kapisigan, Pasig City 1600, Metro Manila





LUNGSOD NG
PASIG
SMAADOP AND PRO-USA



PAMANTASAN NG LUNGSOD NG PASIG

Student Affairs and Services

Water Gallon	October 7, 2023	7:00 AM	LAGUNA UNIVERSITY
Bottled Water	October 6, 2023	10:00 AM	PLP SAS OFFICE

Prepared by:


Maria Theresa M. Gaspe
SAS OFFICE

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.

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



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

 pasigcity.gov.ph

Page 5 of 7 | RFQ No. 100-23-07-1688 | RLD

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

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