



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10247382  
**Procuring Entity** CITY OF PASIG  
**Title** Rental of Audio-Visual Equipment, Stage Set-Up, and Food Provision for the 450th Araw ng Pasig Event - Queen of Pasig 2023 – City Mayor's Office  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b> 100-23-08-2070	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations		
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b> Goods		
<b>Category:</b> Events Management	<b>Bid Supplements</b>	1
<b>Approved Budget for the Contract:</b> PHP 753,000.00		
<b>Delivery Period:</b>	<b>Document Request List</b>	6
<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	<b>Date Published</b>	21/10/2023
	<b>Last Updated / Time</b>	27/10/2023 17:12 PM
	<b>Closing Date / Time</b>	03/11/2023 09:00 AM

#### Description

Items Quantity / Units

LOT -1 Audio Visual Equipment

1 Stage, lights and sounds rental,

- Stage, Lights and Sound Rental

- For the 450th Araw ng Pasig

Queen of Pasig (November 17 pre-pageant and November 24, 2023 coronation)

Rental of Stage set up, lights, sounds, LED Wall, 3-camera set up, band equipment, production team,

livestreaming with aerial live feed for Sashing and Screening, Preliminary Pageant and Coronation Day.

- Please see attached TOR of Queen of Pasig for the delivery dates, location and other details. 1 pcs

LOT – 2 Food Provision

2 Packed meals,

- Packed Meals for Queen of Pasig Organizing Teams (870pax)

Breakfast

- Rice:Plain/Fried Rice

- 2 viands: Egg (sunny side up/scrambled egg)

Spam/hotdog/suage/corned beef

- 1 (500ml) Bottled Water

Lunch

- Rice: Plain

- 1 viand: chicken/beef/fish/vegetable
- (500ml) Bottled water
- Dinner
- Rice: Plain
- 1 viand: chicken/beef/fish/vegetable
- 1 (500ml) bottled water
- PM Snack
- Pasta
- Sandwich
- Please see attached TOR of Queen of Pasig for the delivery dates, location and other details. 870 packs

- 3 Buffet Meal
- Cocktail Snacks, Buffet cocktail for Queen of Pasig
  - 10 high tables
  - buffet set-up (cocktail type) w/ blue and white motif
  - 3-4 waiters
  - Finger food w/ drinks
  - ham w/ cheese sandwich (bite size)
  - turones
  - empanadita
  - mozzarella bites
  - crust bites pie
  - ice tea and water
  - Please see attached TOR of Queen of Pasig for the delivery dates, location and other details. 150 pax

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](https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement%20Statement%20(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**  
New closing date, November 03, 2023 at 9:00 AM  
  
Please be guided accordingly

**Created by**                   ATTY. PONCE MIGUEL D. LOPEZ  
**Date Created**               20/10/2023

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