



Republic of the Philippines
QUEZON CITY GOVERNMENT
BIDS AND AWARDS COMMITTEE
2nd Floor, Procurement Department,
Finance Building, Quezon City Hall Compound



REQUEST FOR QUOTATION
SMALL VALUE PROCUREMENT
(SECTION 53.9)

Date: **JANUARY 26, 2021**
PR No: **TF-21-01-00025**

Name of Company : _____
Address : _____
Contact No. : _____

PROCUREMENT OF FOOD AND DRINKS

Project Title : _____

Approved Budget for
the Contract : **Php 997,500.00**

End-User /
Implementing Office : **PROCUREMENT DEPARTMENT**

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than **JANUARY 29, 2021 10:00 a.m.** Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI/SEC)
- 3 Mayor's/Business Permit (2021);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2019) (For ABC P500,000.00 above)
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE** shall:

- 1 Contain the Project Name and PR Number of the contract to be bid in capital letters;
- 2 Bear the name and address of the Bidder in capital letters;
- 3 Be addressed to the Procuring Entity's BAC.

Project Title: **PROCUREMENT OF FOOD AND DRINKS**
Quezon City Local Government
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2/F Procurement Department, Finance Building
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For any clarification you may contact us at 89884242 loc. 8505/8709.

ATTY. DOMINIC B. GARCIA
Officer-In-Charge/Head, BAC Secretariat

TERMS AND CONDITIONS					
1. Bidders shall provide correct and accurate information required in this form. 2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission. 3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable. 4. Quotation exceeding the Approved Budget for the Contract (ABC) shall be rejected . 5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein. 6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s. 7. The City General Services Department (CGSD) shall have the right to inspect the goods. 8. <u>Non-submission of eligibility documents shall mean disqualification of Quotation.</u> 9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it. 10. Failure to follow these instructions will disqualify your entire quotation.					

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
1	LUNCH AND SNACKS CHOICES OF: A) Lunch-Fied Spicy Spareibs, Chicken Curry, Chopseuy Steamed Rice, Dessert; Merienda-Tuna Sandwich, Brownies; B) Lunch-Chicken Kaldereta, Breaded Fish Fillet, Sitaw at Kalabasa, Steamed Rice, Dessert; Merienda-Seafood Chami, Ube Cake Slices; C) Lunch-Bicol Express, Beef Teriyaki, Mixed Vegetables, Steamed Rice, Dessert; Merienda-Spaghetti Bolognese, Garlic Bread; D) Lunch-Pork Menudo, Korean Beef, Sauteed Beansprouts, Steamed Rice, Dessert; Merienda-Ham Cheese Sandwich, Choco Cupcake; E) Lunch Oriental Chicken Beef Kaldereta, Zucchini with Kalabasa, Steamed Rice, Dessert; Merienda-Pancit Canton, Puto Cuchinta; F) Lunch-Chicken Teriyaki, Beef Tips with Mushroom, Buttered vegetables, Steamed Rice, Dessert; Merienda - Chicken Sandwich, Mini Ensaymada; G) Lunch-Pork Adobo with Egg, Sweet and Sour Fish Fillet, Mixed Vegetables, Steamed Rice, Dessert; Merienda- Lingini with Pesto Cream, Garlic Bread; H) Lunch-Inihaw na Liemp, Kare-Kare, Sayote Guisado, Steamed Rice, Dessert; Merienda-Egg Salad Sandwich, Oatmeal Cookies; I) Lunch- Hickory Spareibs, Chicken Adobo sa Gata, Kangkong with Tokwa, Dessert, Dessert; Merienda-Corned Beef Pandesal, Egg Pie; J) Lunch-Pork Taosi with Tokwa, Chicken Relleno, Pinakbet, Steamed Rice, Dessert; Merienda-Baked Macaroni, Garlic Bread Includes: Free flowing water with dispenser / choices of drink (softdrinks/coffee/tea)	Pack	1750		
2	MEAL SNACKS CHOICES OF: A) Bihon Guisado, Brownies; B) Sotanghon Guisado; C) Pancit Canton, Taisan Slices; D) Pasta Carbonara, Garlic Bread; E) Spaghetti Bolongnese, Garlic Bread; F) Baked Macaroni, Cheese Pimento Sandwich; G) Seafood Pasta with oil and Garlic, Cheese Rolls; H) Miki Guisad, Cheese Cupcake; I) Tuna Salad Sandwich,	Pack	1050		

	Cinnamon Rolls; J) Ham and Cheese Sandwich, Mocha Cake Slices; K} Asado Roll, White Choco Cake Slices; L) Egg Salad Sandwich, Yema Cake Slices; M) Mini Beef Burgers, Banana Bread: N) Chicken Salad Sandwich, Oatmeal Cookies. Includes: Free flowing water with dispenser / choice of drinks softdrink / ice tea)				
	Total Quoted Amount				

Amount in Words: _____
_____.

Delivery Period : Upon request of the end-user until
December 31, 2021
Warranty : _____

OTHER INSTRUCTIONS/SPECIFICATIONS:	
1. Copy of Valid and Current Sanitary Permit issued by QC Health Department	
2. Compliance to Ordinance No. SP-2127, S-12 (Prohibiting the use of Plastic and Styrofoam...)	

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address