



**Bids and Awards Committee**

Provincial Capitol, City of San Fernando, (P) / (045) 435-5901

RFQ No. **241088**

P.R. No. / Date / End User / Purpose:

**(24-5324 10/16/2024 Governor's Office (Library) Meals and snacks for the awarding of educational financial assistance for the Month of November & December 2024)**

**REQUEST FOR QUOTATION**

Small Value Procurement

Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Tel. No.: \_\_\_\_\_

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this Office duly signed by you or your representative not later than **4:00 p.m. NOV 12, 2024**

APPROVED BUDGET FOR  
THE CONTRACT (ABC):  
**PHP 300,000.00**

**FRANCIS V. MASLOG**  
CHAIRPERSON  
Bids and Awards Committee

**TERMS AND CONDITIONS**

- All quotations may be typewritten or handwritten, placed in a sealed envelope.
- All quotations shall be valid for one hundred twenty (120) calendar days from the deadline of the submission of the same.
- Any erasures or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative.
- Interested suppliers are required to submit their valid current Mayor's Permit, PhilGEPS Registration Number, and Income/BIR Tax Return (for ABCs above P500,000.00) upon submission of quotation. In lieu of the Mayor's Permit and PhilGEPS Registration Number, the PhilGEPS Certificate of Platinum Membership may be submitted. For new businesses, submit the BIR Certificate of Registration and latest quarterly return or percentage tax..

- The applicable rate for late deliveries is one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for everyday of delay.
- The Provincial Government of Pampanga reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected supplier/s.
- The PGP also reserves the right to waive any required formality in the proposals received, and select the proposal which it determine to be the most advantageous to the government.

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
			Full Catering Services for VIP's (Open Buffet) Awarding of Educational Financial Assistance for the month of November and December 2024		
1	100	pax	Breakfast: Beef Tapa, Corned Beef, Torta, Scrambled Egg, Garlic Rice/Pandesal, Tsokolating Batirol. Bottled Mineral/Distilled water 500ml  Lunch: Roast Beef, Chicken BBQ, Calamares, Shrimp Roll, Chopsuey, Steamed Rice, Halayang Ube, Ice Tea in Glass, Bottled Mineral/Distilled water 500ml  PM Snacks: Palabok, Egg Pandesal, Buko Juice in glass with flowing coffee		

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
2	100	pax	Breakfast: Chicken Adobo, Corned Beef, Scrambled Egg, Daing Bangus, Garlic Rice, Coffee, Bottled Mineral/Distilled water 500ml  Lunch: Roast Beef, Chicken Roll, Sisig, Garlic Shrimp, Four Season Vegetable, Steamed Rice, Fruit Salad, Iced Tea in a Glass, Bottled Mineral/Distilled water 500ml  PM Snack: Palabok, Egg Pandesal, Buko Juice in Glass with free Flowing Coffee		
			Terms of Reference: 1. Part of the Quantity requirements in this project may be served buffet type of plated upon notification by the end-user at least 24 hours. Guest can fill their plates as many times as they like. 2. Supplier shall provide all the personnel requirements & paraphernalia for this project. 3. Must have a fully equipped food facility w/ in the locality AFTER SALES SERVICE Delivered spoiled or soiled meal/s must be replaced w/in one (1) hour SCHEDULE OF REQUIREMENTS 1. Date, Time & Venue upon notification of the End-User on 24 hrs advance notice.		
<b>Total Lot Price</b>					

Note: The winning supplier shall submit a duly signed and notarized Omnibus Sworn Statement prior to notice of award.

THE BIDS AWARDS COMMITTEE:

Having carefully read and accepted your Terms and Conditions, including the technical specifications, I/We offer to supply/deliver the item/s as noted above.

\_\_\_\_\_  
 Supplier's authorized representative signature over printed name

Designation: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Email Address.: \_\_\_\_\_

\_\_\_\_\_  
 BAC CANVASSER

May