



MAR 18 2025

RFQ No. **250293**

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

**(25-1249 3/6/2025 HRMO Packed Meals to be served for the Seminar on Leave Administration Course for Effectiveness on April 1 and 2, 2025, and Seminar on Living, Loving and Serving as a Leader on May 21 & 23, 2025 at Benigno Aquino Hall, Capitol Compound, Sto. Niño, City of San Fernando, Pampanga)**

**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 9:00 a.m. : MAR 25 2025

APPROVED BUDGET FOR  
THE CONTRACT (ABC):  
**PhP 150,000.00**

**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
1	50	pax	Packed meals to be served for the Seminar on Leave Administration Course for Effectiveness on April 1-2, 2025, at Benigno Aquino Hall, Capitol Compound, Sto Niño, City of San Fernando, Pampanga  Day One  AM Snack Arrozcaldo with egg and shredded chicken Tuna Sandwich Bottled Water 350 ml  Lunch Fried Lumpia Beef Broccoli Mixed Veggies Steamed Rice Coffee Jelly Bottled Water 350 ml Bottled Iced Tea 250 ml  PM Snack Ensaymada Bottled Soda 250 ml  Day Two  AM Snack Pansit Canton Chicken Sandwich Bottled Iced Tea 230 ml  Lunch Fish Fillet Pork Menudo Green Salad Steamed Rice Buko Pandan/Tapioca Pandan Bottled Water 350 ml Bottled Soda 250 ml  PM Snack Ham and Cheese Sandwich Bottled Apple Juice 230 ml  With free-flowing coffee  TERMS OF REFERENCE: 1. With food Service in Pampanga to assure delivery of orders. 2. Must be packed in biodegradable packaging with disposable spoon and fork.		

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
2	50	pax	Packed meals to be served for the Seminar on Living, Loving and Serving as a Leader, on May 21, & 23, 2025 at Benigno Aquino Hall, Capitol Compound, Sto Nino, City of San Fernando, Pampanga  Day One  AM Snack Miki Bihon Tuna Sandwich Bottled Water 350 ml  Lunch Fried Lumpia Pork Caldareta Mixed Veggies Steamed Rice Fruit Cocktail Bottled Water 350 ml Bottled Iced Tea 250 ml  PM Snack Ham and Egg Sandwich Bottled Soda 250 ml  Day Two  AM Snack Pansit Lomi Chicken Sandwich Bottled Iced Tea 230 ml  Lunch Fried Chicken Pork Menudo Kangkong with Tofu Steamed Rice Buko Pandan/Tapioca Pandan Bottled Water 350 ml Bottled Soda 250 ml  PM Snack Ham and Cheese Sandwich Bottled Apple Juice 230 ml  With Free Flowing Coffee		
			AFTER SALES SERVICE: 1. Delivered spoiled and soiled meals must be replaced within one (1) hour upon notification by the end user.  SCHEDULE REQUIREMENTS: 1. Changes in date, time, and venue subject to at least 48 hours advance notification by the end user.		
<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

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