

REQUEST FOR QUOTATION

INSTRUCTIONS:

- 1. Bidder shall read the instructions and fill all the blanks properly.
- 2. Prospective Bidder shall submit its bid proposal using this form or official quotation with Company's letterhead.
- 3. Any specifications other than required/stated in this form shall not be considered in the evaluation of bid.
- 4. Quotation must be the lowest and responsive price, taxes included for the item/services listed hereunder, including delivery charges unless
- 5. If applicable, offered brand name and model shall be specified.

AM and PM Snacks

Flowing Coffee

drinks)

(Native cakes/pastries and canned/bottled juice

Lunch (3 viands, rice, drinks, dessert)

- 6. Bid proposal shall be valid for one hundred twenty (120) calendar days from the date submitted.
- 7. Bid proposal shall be submitted manually on or before the deadline to the Bids and Awards Committee Secretariat office at BSWM, SRDC Bldg., Elliptical Road corner Visayas Avenue., Quezon City or elctronically through procurement@bswm.da.gov.ph.
- 8. Late Bids will not be accepted.
- 9 Please be informed that all Documentary requirements must be submitted and attached to the quotation. Non-

compl	iance to	the requirements will be automatically disqualifie	ed.		_	
FOR SHOPPING: (1) PhilGEPS registration number or Certificate (2) Mayor's Permit FOR DIRECT CONTRACTING: (1) PhilGEPS registration number or Certificate (2) Mayor's Permit (3) Latest ITR (for total ABC above PhP500K)		FOR SMALL VALUE PROCUREMENT: (1) PhilGEPS registration number or Certificate (2) Mayor's Permit (3) Revised Notarized Omnibus Sworn Statement (for total ABC above PhP50K) (4) Latest ITR (for total ABC above PhP500K) (5) PCAB License (for Infrastructure Project) (6) Curriculum Vitae and Professional Licenses (for Consulting Services) (7) Copy of LTFRB (Franchise) for Vehicle Rental				
FOR O	THER M	ODES OF PROCUREMENT: PLEASE REFER TO RA 9 TERMS OF REF		R AND ANNEX H		
Type o	of Procui	rement: Goods/Services astructure Proj		ing Services		
		rement: Small Value	<u>'</u>			
		ubmission of Bids (Date and Time): February 21, 2	2023 at 12:00P	M		
PR No		2023-01-0234,237,296,315,313, 314 (In-House)	End-User:	SCMD,OA- PMT,SWRRD,WRMD, DO/ADO	Total ABC:	912,450.00
		Regular,GEF 6,NRP-PAEF,ASP-PSP, INS Various		livery: Actual Da		
Mode	of Awar	d: Per Lineer Lot	Terms of Payn (Progress Billi	nent: <u>Upon comp</u> ng)	letion of Act	ual Service
Qty	Unit	Item (Description and Specification)	ABC Unit Cost	Offered Brand	Unit Price	Bid Total Price
		PR- 0234 - SCMD - Regular				
		Catering Services for Yearend Meeting of Soil Conservation Management Division				
35		Conservation Management Division				
	pax	Meals and Snacks	19,250.00			
	pax	<u> </u>	19,250.00			
	pax	Meals and Snacks	19,250.00			
	pax	Meals and Snacks Venue: BSWM, Quezon City	19,250.00			
	pax	Meals and Snacks Venue: BSWM, Quezon City Date: December 2023 *Final date will be coordinated to service provider 5	19,250.00			
	pax	Meals and Snacks Venue: BSWM, Quezon City Date: December 2023 *Final date will be coordinated to service provider 5 days before the event Inclusion: AM/PM Snacks	19,250.00			
	pax	Meals and Snacks Venue: BSWM, Quezon City Date: December 2023 *Final date will be coordinated to service provider 5 days before the event Inclusion: AM/PM Snacks Lunch (3 viands, rice dessert, drinks)	19,250.00			
	pax	Meals and Snacks Venue: BSWM, Quezon City Date: December 2023 *Final date will be coordinated to service provider 5 days before the event Inclusion: AM/PM Snacks Lunch (3 viands, rice dessert, drinks) Free Flowing Coffee	19,250.00			
	pax	Meals and Snacks Venue: BSWM, Quezon City Date: December 2023 *Final date will be coordinated to service provider 5 days before the event Inclusion: AM/PM Snacks Lunch (3 viands, rice dessert, drinks) Free Flowing Coffee @ 550/pax for 35 pax	19,250.00			
	pax	Meals and Snacks Venue: BSWM, Quezon City Date: December 2023 *Final date will be coordinated to service provider 5 days before the event Inclusion: AM/PM Snacks Lunch (3 viands, rice dessert, drinks) Free Flowing Coffee @ 550/pax for 35 pax PR- 0237 - SCMD - GEF 6	19,250.00			
	pax	Meals and Snacks Venue: BSWM, Quezon City Date: December 2023 *Final date will be coordinated to service provider 5 days before the event Inclusion: AM/PM Snacks Lunch (3 viands, rice dessert, drinks) Free Flowing Coffee @ 550/pax for 35 pax PR- 0237 - SCMD - GEF 6 Catering Services for the Conduct of Discussions	19,250.00			
	pax	Meals and Snacks Venue: BSWM, Quezon City Date: December 2023 *Final date will be coordinated to service provider 5 days before the event Inclusion: AM/PM Snacks Lunch (3 viands, rice dessert, drinks) Free Flowing Coffee @ 550/pax for 35 pax PR- 0237 - SCMD - GEF 6 Catering Services for the Conduct of Discussions of Issues and Concerns for the Implementation	19,250.00			
167	pax	Meals and Snacks Venue: BSWM, Quezon City Date: December 2023 *Final date will be coordinated to service provider 5 days before the event Inclusion: AM/PM Snacks Lunch (3 viands, rice dessert, drinks) Free Flowing Coffee @ 550/pax for 35 pax PR- 0237 - SCMD - GEF 6 Catering Services for the Conduct of Discussions	19,250.00			

Dec.	30	pax	April 2023	18,000.00		
30			•	· ·		
30			-			
30 pax November 2023 10,200.00		pax		· ·		
17	30	pax	September 2023	18,000.00		
17	30	pax	November 2023	18,000.00		
PR- 0298 - OAP - NRP - PARF PR- 0298 - OAP -	17	nax	December 2023	· ·		
PR-0298-0AP-NRP-PAEF		Pun		10,200.00		
IN-HOUSE CATERING SERVICES Meeting of Organic Agriculture Program Management Team Management Team Meals and Snacks			© 000/ pax ioi o days			
IN-HOUSE CATERING SERVICES Meeting of Organic Agriculture Program Management Team Management Team Meals and Snacks			PR- 0298 - 0AP - NRP - PAFF			
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Management Team						
ESO pax Meals and Snacks 150,000.00						
S Meetings for 50 pax/day @600.00/pax						
Meeting with DA Banner Program (NOAP, NRP, NCP and NHVCP) Date NCP and NHVCP) 150,000.00	250	pax	Meals and Snacks	150,000.00		
NCP and NHVCP 250			5 Meetings for 50 pax/day @600.00/pax			
NCP and NHVCP 250						
NCP and NHVCP 250			Meeting with DA Banner Program (NOAP, NRP,			
250						
S Meetings for 50 pax/day @600.00/pax	250	nav		150 000 00		
Meeting with other stakeholders relative to Small Scale Composting Facility (SSCF) and Composting Facilities for Biodegradable Waste (CFBW) 150 pax Meals and Snacks 90,000.00 pax Date: March to December, 2023 patching for 50 pax/day @600.00/pax Date: March to December, 2023 patching for 50 pax/day @600.00/pax pasta patching for 50 pax/day @600.00/pax pasta	250	рах		130,000.00		
Small Scale Composting Facility (SSCF) and Composting Facilities for Biodegradable Waste (CFBW) Meals and Snacks 90,000.00			5 Meetings for 50 pax/day @600.00/pax			
Small Scale Composting Facility (SSCF) and Composting Facilities for Biodegradable Waste (CFBW) Meals and Snacks 90,000.00			W (3)			
Composting Facilities for Biodegradable Waste (CFBW) 150 pax Meals and Snacks 90,000.00 Date: March to December, 2023 Inclusion: AM and PM Snacks Bottled Juice or Water and Choice of bread or pasta Lunch At least 3 viands with dessert and drinks Free Flowing Coffee and Water PR-0315 - SWRRD - ASP-PSP For the conduct of Technical Trainings/Seminars/Conferences Catering Services/Meals for the participants Re: National Soil and Water Resources Research and Development Agenda Stakeholders' Consultation Workshop Boate: April 2023 Venue: BSWM, Quezon City Details: Flowing Coffee & Water AM/PM Snacks Lunch - 3 viands, dessert, rice and drinks Buffet Set-up; Inclusive of flowers to be set up at the stage PR-0313 - WRMD - INS Various CATERING SERVICES Bureau-Wide Awareness Campaign on the Celebration of Work Date March 20, 2023 Venue: BSWM AM Snacks Date: March 20, 2023 Venue: BSWM AM Snacks @ 100/pax for 250 pax PR-0314 - DO/ADO - Regular Monthly MANCOM Meeting Meals and Snacks 126,000.00 PR-0314 - DO/ADO - Regular Monthly MANCOM Meeting Meals and Snacks 126,000.00						
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150 pax Meals and Snacks 90,000.00			1 0			
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Date: March to December, 2023 Inclusion: AM and PM Snacks Bottled Juice or Water and Choice of bread or pasta			3 Meetings for 50 pax/day @600.00/pax			
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PR- 0313 - WRMD - INS Various CATERING SERVICES Bureau-Wide Awareness Campaign on the Celebration of World Water Day 250 pax Meals and Snacks Date: March 20, 2023 Venue: BSWM AM Snacks @ 100/pax for 250 pax PR- 0314 - D0/AD0 - Regular Monthly MANCOM Meeting 210 pax Meals and Snacks 126,000.00			• '			
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210 pax Meals and Snacks 126,000.00						
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		Expanded Management Committee Meeting for Admin Concern				
90	pax	Meals and Snacks	54,000.00			
		For 30 pax/meeting x 3 meetings @600/pax				
		Expanded Management Committee Meeting for Technical Concern				
120	pax	Meals and Snacks	54,000.00			
		For 30 pax/meeting x 3 meetings @600/pax				
		DO and ADO Other Meetings				
120	pax	Meals and Snacks	54,000.00			
		For 30 pax/meeting x 3 meetings @600/pax				
		Flowing Brewed Coffee & Bottled Water				
		AM/PM Snacks				
		Lunch - 3 viands, dessert, rice and drinks				
		Award is per Lot				
		Supplier shall coordinate with end-user of event at least 7 calendar days before event				
		Schedule is subject to change not later than 3 calendar days before scheduled event				
		Payment is after every completed of service (Progress Billing)				
OTE:	ALL PR	LICES ARE INCLUSIVE OF VAT AND CHARGES				
NOTE:		ACCOMPLISHED REQUEST FOR QUOTATION (RFQ) SHOULD BE SUBMITTED TO THE BAC SECRETARIAT'S OFFICE ON OR BEFORE THE DEADLINE FOR SUBMISSION OF BIDS. RFQ'S SUBMITTED AFTER THE DEADLINE FOR SUBMISSION OF BIDS SHALL NO LONGER BE ACCEPTED.				

Reviewed by:	Procurement Coordinator
	Signature Over Printed Name
For the Bids and A	wards Committee:
	ME
Ŋ	AARIA PERPE <mark>T</mark> UA P. OCAMPO
	Head, BAC Secretariat

GINA M. ALBERTO DBM-PhilGEPS Posted

To: The BSWM Bids and Awards Committee (BAC)

Sir/Madam:

Posted by:

In connection with the above RFQ, I have carefully read and fully understand the minimum requirements and agree to furnish and/or deliver all awarded items in conformity with specifications and schedule of delivery.

Signature over Printer Name	Name of Company	TIN Number
Telephone Number(s)	Address	Date Accomplished