

**BIDS AND AWARDS COMMITTEE**

2/F A.P. Bonto Bldg., Bicol University Main Campus, Rizal St., Legazpi City  
 Telefax: (052) 830-4310  
 university-bac@bicol-u.edu.ph

Solicitation # 513-23-AMP**REQUEST FOR QUOTATIONS**

Project Title:	Provision of Catering Services for Regional SCUAA on September 4-8, 2023 at Central Bicol State University of Agriculture, Camarines Sur.		
ABC:	PhP884,000.00	Fund Source:	F-01
Mode of Procurement	Negotiated Procurement under Small Value Procurement (Section 53.9)	Mode of Evaluation	One lot
Implementing Office/ End-user/s:	USDP / HILARIO ANDREW REVILLA III	Delivery Period/s:	September 4-8, 2023
Required Document/s:	<input checked="" type="checkbox"/> Mayor's Permit <input checked="" type="checkbox"/> PhilGEPS Registration Number	<input type="checkbox"/> Income/Business Tax Return <input checked="" type="checkbox"/> Omnibus Sworn Statement	

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the Terms and Conditions provided at the last portion, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than AUG 29 2023, 12NN sealed in an envelope. Failure to submit with this form the above listed eligibility requirements with check (✓) shall automatically disqualify the bids.

  
**EMMA L. MACARIOLA**  
 Head, UBAC Secretariat

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

Item	Qty/ UOM	Description	Compliance to Specifications		Remarks
			YES	NO	
1	One lot	<b>Provision of Catering Services for 208 pax for Regional SCUAA on September 4-8, 2023 at Central Bicol State University of Agriculture, Camarines Sur. (BUFFET)</b>  <b>September 4-8, 2023</b>  <b>**Please see attached details**</b>			
Delivery Compliance:			<b>BID PRICE:</b>		
Payment Term:			Price Validity		

\_\_\_\_\_  
 Printed Name / Signature / T.I.N

\_\_\_\_\_  
 Contact numbers/e-mail address



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## TERMS & CONDITIONS

1. All entries must be typewritten or in BLOCK LETTERS;
2. Bidders shall provide correct and accurate information required in this form.
3. The following shall be observed in accomplishing the Quotation/Proposal forms:

Item	Qty/ UOM	Description	Compliance to Specifications		Remarks
			YES	NO	
1					
Delivery Compliance:		<b>BID PRICE:</b>			
Payment Term:		Price Validity			

1. Check if compliant with the specifications or not;  
 2. State the brand/model offered and/or alternate offer if checked "NO" in the compliance;  
 3. State the bid price in accordance with the UOM.

4. Detailed literature or brochure of the offer, as may be applicable, shall be submitted to support statement of compliance of the technical specifications;
5. Price quotation/s must be valid for a period of **45 calendar days** from the submission date.
6. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable, and quotations exceeding the Approved Budget for the Contract shall be rejected.
7. Cash on Delivery (C.O.D) as payment term is not allowed per agency Accounting Policy.
8. Bids with no Payment Term and/or Delivery Term indicated shall be understood to be in adherence with the standard Government Terms and/or conditions stipulated in these forms;
9. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein;
10. Proposal/Quotation forms issued by the designated canvasser or those acquired electronically, either downloaded from the BU website or the PhilGEPS or requested thru e-mail, shall bear original signature over printed name of the authorized representative of the bidder;
11. Submission of proposal/quotation forms through e-mail shall be allowed, specifically for suppliers outside the Province of Albay, provided that the originally signed forms shall be transmitted to BAC Secretariat through courier; non-receipt of which shall automatically disqualify the bids;
12. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s;
13. The document requirements which shall be submitted with the proposals/quotations shall be in accordance with Annex "H", Appendix A (*Documentary Requirement for Alternative Methods of Procurement*) of the 2016 IRR of R.A. 9184; the notarized Omnibus Sworn Statement shall be submitted by winning bidder;
14. Proposals and documents shall be submitted on the following address:

*The BAC Chairperson*  
 Bicol University-GASS, Legazpi City  
 2/F Aquilino P. Bonto Bldg., Rizal St., Legazpi City  
 (052) 742-5922

15. The Bicol University-BAC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical requirements.
16. Implementation of the project shall be in accordance with the provisions of the Revised Rules and Regulations of R.A. 9184.

## UNIT

## PARTICULAR

To Catering Services for 208 pax for Regional SCUAA on September 4-8, 2023 at Central Bicol State University of Agriculture, Camarines Sur.

DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
<b>BREAKFAST</b>				
* Rice	* Fried Rice	* Rice	* Fried Rice	* Rice
* Hotdog (2pcs reg size)	* Tinapa w/tomato	* Tocino	* Dried Fish(Badi)	* Longganisa
* Egg Sunny Side Up	* Egg Omelet	* Boiled Egg	* Egg Sunny Side Up	* Boiled Egg
Coffee/Milo	* Coffee/Milo	* Coffee/Milo	Coffee/Milo	* Coffee/Milo
<b>SNACK (AM)</b>				
* Sotanghon	* Spaghetti	* Pansit Guisado	* Mikki Bihon	* Bihon
* Ibos	* Cheese Sandwhich	* Steam Siopao	* Toasted Siopao	* Puto
* Cucumber Juice	* Pineapple Juice	* Cucumber Juice	* Orange Juice	* Pineapple Juice
<b>LUNCH</b>				
* Rice	* Rice	* Rice	* Rice	* Rice
* Sinigang na Baka	* Sinigang na Baboy	* Tinolang Manok	* Kusido	* Sinigang na Baboy
* Gulay na Sitaw	* Pinakbet	* Gulay na Puropagulong	* Pinangat	* Gulay
* Fried Fish	* Bicol Express	* Igado	* Pork Steak	* Adobo Baboy
* Banana	* Apple	* Pineapple	* Orange	* Banana
<b>SNACK (PM)</b>				
Pansit Canton	*Bihon	*Sotanghon	*Hamburger (Big)	*Cheeseburger (Big)
Egg Sandwhich	*Tuna Sandwhich	*Cheese Puto	*Pineapple Juice	*Orange Juice
Orange Juice	*Blue Lemonade	*Mango Juice		
<b>DINNER</b>				
*Rice	*Rice	*Rice	*Rice	*Rice
*Corn Soup	*Crab and Corn Soup	*Corn Soup	*Misua Soup	*El Nido Soup
*Menudo	*Pork Steak	*Fried Chicken	*Porkchop	*Adobo Manok
*Gulay na Natong	*Sprouted Monggo	*Mixed Vegetables	*Gulay na Langka	*Gulay
*Orange (fruit)	*Banana	*Banana	*Pineapple	*Apple

**NOTE:**

UNLIMITED RICE, Free flowing coffee, milo and water w/ water dispenser

**Meals Schedule:**

Breakfast: To be served at 6:00 am

Morning Snacks: To be served at 9:00 am

Lunch: To be served at 11:00 am

Afternoon Snacks: To be served at 3:00 pm

Dinner: To be served at 6:00 pm

\* Free Tables and chairs with cover

\* Assisted Buffet with presentable food servers

\* Some meals of athletes and coaches will be packed because of the distance of their playing venue.

\* Water Jugs must also be provided per team.