



REQUEST FOR PROPOSAL

Solicitation #: IA-GDS2023-064

Project Title:	Provision of Food Packs for BUIDeA Delegation to the BU Olympics 2023		
ABC:	Php 250,000.00	Fund Source:	F-164
Mode of Procurement	Negotiated Procurement under Small Value Procurement (Section 53.9)	Mode of Evaluation	1 lot
Implementing Office/ End-user/s:	BUIDeA / Ar. Virgilio M. Montero	Delivery Period/s:	October 24-28, 2023
Required Document/s:	<input checked="" type="checkbox"/> Mayor's Permit <input checked="" type="checkbox"/> PhilGEPS Registration Number <input checked="" type="checkbox"/> DTI/SEC Registration <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 OCT 13 2023, 12NN sealed in an envelope. Failure to submit with this form the above listed eligibility requirements with check (✓) shall automatically disqualify the bids.

PROF. JOEL N. SALES
 BAC Chairperson

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	Unit Price
			YES	NO		
1	1-lot	Food Packs for BU IDeA Athletes, Coaches and Personnel for BU Olympics 2023 DAY 1 – October 24, 2023 - No. of pax: 232 pax SNACK – Time of Serving: 2:30PM 2pcs. Toasted siopao DINNER – Time of Serving: 6:00PM Pork Steak, rice, 350mL bottled water DAY 2 – October 25, 2023 - No. of pax: 660 pax MORNING SNACK – Time of Serving: 9:30AM Three-layered sandwich with egg and cheese LUNCH – Time of Serving: 11:30AM Pork menudo and rice AFTERNOON SNACK – Time of Serving: 2:30PM Sinapot DINNER – Time of Serving: 6:00PM Barbecue and Rice DAY 3 – October 26, 2023 - No. of pax: 660 pax MORNING SNACK – Time of Serving: 9:30AM Tuna sandwich LUNCH – Time of Serving: 11:30AM 1pc Fried Chicken and Rice				



BIDS AND AWARDS COMMITTEE
 BU Cluster 4, BU East Campus
bu-cluster4bac@bicol-u.edu.ph
 CP #: 09690474492

	<p>PM SNACKS – Time of Serving: 2:30PM 1pc Buko empanada and 1 pc ham and cheese empanada</p> <p>DINNER – Time of Serving: 6:00PM Pork adobo and rice</p> <p>DAY 4 – October 27, 2023 - No. of pax: 660 pax</p> <p>AM SNACK – Time of Serving: 9:30AM Cheese chicken burger</p> <p>LUNCH – Time of Serving: 11:30AM Pork igado and rice</p> <p>PM SNACK – Time of Serving: 2:30PM 2pcs turon</p> <p>DINNER – Time of Serving: 6:00PM Tuna steak and rice</p> <p>DAY 5 – October 28, 2023 - No. of pax: 160 pax</p> <p>AM SNACK – Time of Serving: 9:30AM 2 sticks camote cue</p> <p>LUNCH – Time of Serving: 11:30AM Bicol express and rice</p> <p>PM SNACK – Time of Serving: 2:30PM Pancit bato with sliced bread</p>				
	<p>Service Delivery conditions:</p> <ol style="list-style-type: none"> 1. With utensils; no use of styrofoam/plastic ware; 2. Snacks and sandwiches; Cakes/pasta should be at least 200 grams/serving; Viand should be at least 150 grams/serving; Rice – 1 cup regular size. 				
Delivery Compliance:		BID PRICE:			
Payment Term:		Price Validity			

 Printed Name / Signature

 T.I.N.#

 Contact numbers/e-mail address

Served by/Date: _____



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:			BID PRICE:		
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. 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;
8. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein;
9. 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;
10. 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 EAC Secretariat through courier; non-receipt of which shall automatically disqualify the bids;
11. 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;
12. 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;
13. Proposals and documents shall be submitted on the following address:

*The BAC Chairperson
 Bicol University-Cluster IV, Legazpi City
 EM's Barrio, Legazpi City
 Contact no. 09690474492*

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



REQUEST FOR PROPOSAL

PROVISION OF FOOD PACKS FOR BUIDeA ATHLETES, COACHES AND PERSONNEL FOR BU OLYMPICS 2023

The Bicol University, through the Corporate Budget for the contract approved by the Board of Regents intends to apply the sum of **Two Hundred Fifty Thousand Pesos Only (Php 250,000.00)** being the Approved Budget for the Contract to payments for the contract: **Provision of Food Packs for BUIDeA Athletes, Coaches and Personnel for BU Olympics 2023.**

The Bicol University now requests proposals from bona fide suppliers to submit proposals for the **Provision of Food Packs for BUIDeA Athletes, Coaches and Personnel for BU Olympics 2023.**

Procurement will be conducted through Negotiated Procurement– alternative methods of procurement specified and prescribed under rule XVI - Alternative Modes of Procurement, **Negotiated Procurement Section 53.9 (Small Value Procurement)** of the Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as Government Procurement Reform Act.

Supplier shall submit proposal on or before OCT 13 2023, 12:00 NN to the Cluster IV BAC Secretariat, East Campus Bicol University, Legazpi City.

Bicol University reserves the right to reject any or all the bids, waive any defect or informality therein, accept the bid and award the contract to the most advantageous offer to the Bicol University, for and in behalf of the project. Bicol University assumes no responsibility to compensate or indemnify the bidder for any expense or loss that may be incurred for the preparation of bids, nor does it guarantee that an award will be made.

For further information, please contact The Cluster IV BAC Secretariat Office, East Campus, Bicol University, Legazpi City 4500.

Approved:

JOEL N. SALES
BAC Chairperson