

**BIDS AND AWARDS COMMITTEE**

2/F A.P. Bonto Bldg., Bicol University Main Campus, Rizal St., Legazpi City

Mobile No. 09171874046

Telefax: (052) 830-4310

university-bac@bicol-u.edu.ph

Solicitation # 206-24-AMP**REQUEST FOR QUOTATIONS**

Project Title:	Provision of Catering Services for the HISET, CLET and KAT SY 2024-2025 on May 18-19, June 1-2 and June 17-21, 24-30 2024 at BU Admissions Office		
ABC:	PhP 80,000.00	Fund Source:	F-05
Mode of Procurement	Negotiated Procurement under Small Value Procurement (Section 53.9)		One lot
Implementing Office/ End-user/s:	AO / HENNIE P. LOMIBAO	Delivery Period/s:	May 18-19, June 1-2 and June 17-21, 24-30 2024
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 MAY 14 2024, 12NN sealed in an envelope. Failure to submit with this form the above listed eligibility requirements with check (✓) shall automatically disqualify the bids.


CAROL P. BARRUN

UBAC Secretariat for Goods & Services

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
			<u>YES</u>	<u>NO</u>	
1	1-lot	To Provide Catering Services for the HISET, CLET and KAT SY 2024-2025 on May 18-19, June 1-2 and June 17-21, 24-30 2024 at BU Admissions Office No use of plastic / styro *** Please see attached details ***			
Delivery Compliance:			BID PRICE:		
Payment Term:			Price Validity		

Printed Name / Signature / T.I.N

Contact numbers/e-mail address



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TERMS & CONDITIONS

- All entries must be typewritten or in BLOCK LETTERS;
- Bidders shall provide correct and accurate information required in this form.
- 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.

- Detailed literature or brochure of the offer, as may be applicable, shall be submitted to support statement of compliance of the technical specifications;
- Price quotation/s must be valid for a period of **45 calendar days** from the submission date.
- 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.
- Cash on Delivery (C.O.D) as payment term is not allowed per agency Accounting Policy.
- 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;
- Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein;
- 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;
- 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;
- 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;
- 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;
- Proposals and documents shall be submitted on the following address:

The BAC Chairperson
2/F A.P. Bonto Bldg., Bicol University Main Campus, Rizal St., Legazpi City
(052) 742-5922

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

UNIT	PARTICULARS		
TO PROVIDE LABOR AND SERVICES for Catering Services for HISET, CLET and KAT SY 2024 - 2025 on May 18-19, June 01-02 and June 17-21, 24-30, 2024 at BU Admissions Office.			
10 pax	May 18, 2024 @ BUCS function hall 3rd floor		
	Breakfast 8:00am	Lunch (11:00 am)	Snack pm (3:00pm)
	Garlic Fried Rice	Steam Rice	Pansit Guisado
	Beef Tapa	Lechon Paksiw	Mango Juice in can
	Sunny side Egg	Gulay na Purugagulong	Garlic Bread
		Juice in Can (4seasons)	
15pax	May 19, 2024 @ OSAS Building Bulwagan 3rd floor		
	Breakfast 8:00am	Lunch	Snack pm
	Tinapa Garlic Fried Rice	Steam Rice	Spaghetti
	Smoke Longanisa	Porkchop Adobo	Puto Mang Juan
	Scrambled egg w/ Tomatoes	Fresh Lumpia	4 Season's juice in can
		Juice in Can (Pineapple)	
10pax	June 01, 2024 @ Bu Admissions Office		
	Breakfast 8:00am	Lunch	Snack pm (3:00pm)
	Garlic Fried Rice	Steam Rice	Bihon Guisado
	Tocino	Bistek Tagalog	Juice in Can (Mango)
	Scrambled egg w/ Tomatoes	Lumpia Shanghai 2pcs	Tuna Sandwhich
	Bottled Water 330ml	Bottled Water 330ml	
10pax	June 02, 2024 @ Bu Admissions Office		
	Breakfast 8:00am	Lunch (11:00 am)	Snack pm
	Tinapa Garlic Fried Rice	Steam Rice	Spaghetti
	Jumbo Hotdog	Fish Fillet w/ sauce	Puto Mang Juan
	Sunny side egg	Beef Kaldereta	4 Season's juice in can
	Bottled Water 330ml	Bottled Water 330ml	
10pax	June 17, 2024 @ BU Admissions Office		
	Snacks 9:00am	Lunch (11:00 am)	Snack pm (3:00pm)
	Ham Sandwich 3layer	Steam Rice	Pansit Guisado
	Mango Juice in can	Lechon Paksiw	Mango Juice in can
		Gulay na Purugagulong	Garlic Bread
		Juice in Can (4seasons)	
10pax	June 18, 2024 @ BU Admissions Office		
	Snacks 9:00am	Lunch	Snack pm
	Tuna Sandwich 3 layer	Steam Rice	Spaghetti
	Pineapple Juice in can	Porkhumba	Puto Mang Juan
		Fresh Lumpia	4 Season's juice in can
		Juice in Can (Pineapple)	

UNIT	PARTICULARS		
TO PROVIDE LABOR AND SERVICES for Catering Services for HISET, CLET and KAT SY 2024 - 2025 on May 18-19, June 01-02 and June 17-21, 24-30, 2024 at BU Admissions Office.			
10 pax	June 19, 2024 @ Bu Admissions Office		
	Snacks 9:00am	Lunch	Snack pm (3:00pm)
	Garlic Fried Rice	Steam Rice	Bihon Guisado
	Tocino	Bistek Tagalog	Juice in Can (Mango)
	Scrambled egg w/ Tomatoes	Lumpia Shanghai 2pcs	Tuna Sandwhich
	Bottled Water 330ml	Bottled Water 330ml	
10pax	June 20, 2024 @ Bu Admissions Office		
	Snacks 9:00am	Lunch (11:00 am)	Snack pm
	Tinapa Garlic Fried Rice	Steam Rice	Spaghetti
	Jumbo Hotdog	Fish Fillet w/ sauce	Puto Mang Juan
	Sunny side egg	Beef Caldereta	4 Season's juice in can
	Bottled Water 330ml	Bottled Water 330ml	
10pax	June 21, 2024 @ Bu Admissions Office		
	Snack am	Lunch	Snack pm
	Bake Macaroni	Steam Rice	Overload Pizza Slice
	Juice in Can (4 seasons)	Lechon Kawali	softdrink 8oz in can
		Gulay na Langka w/ Shrimp	Crispy potato wedges
		Slice Leche plan	
10pax	June 24, 2024 @ Bu Admissions Office		
	Snacks 9:00am	Lunch	Snacks 9:00am
	Macaroni chicken Salad	Steam rice	Carbonara
	Iced Tea	Tuna w/ tausi	Iced Tea
		Tortang Talong	
		4 seasons juice in can	
10 pax	June 25, 2024 @ Bu Admissions Office		
	Snack am	Lunch	Snacks pm
	Lasagna	Steam Rice	Special Empanada
	Mango Juice in can	Pork Steak	Orange juice in can
		Broccoli mix vegies	
		Mango Float Graham	
10pax	June 26, 2024 @ Bu Admissions Office		
	Snack am	Lunch	Snack pm (3:00pm)
	Pansit Malabon	Steam Rice	Buko pie
	Puto Mang Juan	Cordon bleu	4season juice in can
	Mango Juice in can	Lumpia Shanghi	
		Buko Salad	
10pax	June 27, 2024 @ Bu Admissions Office		
	Snacks am	Lunch	Snacks pm
	Tuna Sandwich 3 layer	Steam rice	Cheese Burger
	Pineapple Juice in can	Pork Steak	Flavored soda
		Tortang Talong	
		4 seasons juice in can	

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10 pax	June 28, 2024 @ Bu Admissions Office <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Snack pm (3:00pm)</td> <td style="width: 33%;">Lunch</td> <td style="width: 33%;">Snack pm (3:00pm)</td> </tr> <tr> <td>Ham Sandwich 3layer</td> <td>Steam Rice</td> <td>Bihon Guisado</td> </tr> <tr> <td>Mango Juice in can</td> <td>Barbeque pork (2pcs)</td> <td>Juice in Can (Mango)</td> </tr> <tr> <td></td> <td>Gulay Langka w/ Shrimp</td> <td>Tuna Sandwhich</td> </tr> <tr> <td></td> <td>Buko Salad</td> <td></td> </tr> </table>			Snack pm (3:00pm)	Lunch	Snack pm (3:00pm)	Ham Sandwich 3layer	Steam Rice	Bihon Guisado	Mango Juice in can	Barbeque pork (2pcs)	Juice in Can (Mango)		Gulay Langka w/ Shrimp	Tuna Sandwhich		Buko Salad	
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	Note: Free flowing mineral water and coffee. Free PICA-PICA on June 17-21, 24-30, 2024 @ BU Admissions Office Packed Lunch and Snacks All juice in can must be 240ml Serving time: Snacks (9:00 am), Lunch (11:00 am) and Snack pm (3:00 pm)																	