



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

REQUEST FOR QUOTATIONS

Solicitation # 439-440-441&442-449-24-AMP

Project Title:	Provision of Catering Services for Coordination Meeting, Solidarity Meeting, VIP and Guest, Officiating Officials/ Tournament Managers/ Technical Operators/ Medics/ Helper/Utility/Security and Opening of Bicol University Olympics, during the 2024 Bicol University Olympics on September 30, October 19-26, 2024 at the IPESR Building, Daraga, Albay		
ABC:	PhP 836,500.00	Fund Source:	F-05
Mode of Procurement	Negotiated Procurement under Small Value Procurement (Section 53.9)	Mode of Evaluation	By lot
Implementing Office/ End-user/s:	IPESR / CARINA L. SALES	Delivery Period/s:	September 30, 2024 October 19-26, 2024
Required Document/s:	<input checked="" type="checkbox"/> Mayor's Permit <input checked="" type="checkbox"/> PhilGEPS Registration Number	<input checked="" 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 SEP 23 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	ABC	Compliance to Specifications		Remarks	Unit/Price
				YES	NO		
LOT-1		Provision of Catering Services for 80 pax (pack) for Coordination Meeting for Bicol University Olympics on September 30, 2024, (to be served @2:30pm) at the IPESR Building, Daraga Albay	20,000.00				
LOT-2		Provision of Catering Services for 150 pax (pack) for Solidarity Meeting for Bicol University Olympics on October 21, 2024, (to be served @2:30pm) at the IPESR Building, Daraga Albay	37,500.00				
LOT-3		Provision of Catering Services for 400 pax (pack) for Opening of Bicol University Olympics on October 22, 2024, (to be served @2:00pm) at the IPESR Building, Daraga Albay	215,000.00				



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		Provision of Catering Services for 300 pax for VIP and Guest on October 22, 2024, (to be served @7:00pm) at the IPESR Bldg., Daraga Albay					
	LOT-4	Provision of Catering Services for 200 pax for Officiating Officials/ Tournament Managers/ Technical Operators/ Medics/ Helper/Utility/Security on October 22-26, 2024 at IPESR Building, Daraga Albay	480,000.00				
	LOT-5	Provision of Catering Services for 60 pax for Head of Officiating Officials/ Tournament Managers BU Olympics Committee/ Helper/Utility/ on October 19-20, 2024 at IPESR Building, Daraga Albay	84,000.00				
		*** Please see attached details ***					
Delivery Compliance:				TOTAL BID PRICE:			
Payment Term:				Price Validity			

Printed Name / Signature / T.I.N.#

Contact numbers/e-mail address



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	ABC	Compliance to Specifications		Remarks	U/Price
				YES	NO		
1							
Delivery Compliance:			TOTAL 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 unit price in accordance with the UOM;
4. State the TOTAL bid price for all items with bid.

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;
14. 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

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
LOT-1	<p data-bbox="264 232 1517 309">Provision of Catering Services for 80 pax (pack) for Coordination Meeting for Bicol University Olympics on September 30, 2024, (to be served @2:30pm) at the IPESR Building, Daraga Albay</p> <p data-bbox="344 371 794 403">Snack P.M. (to be served at 2:30 pm)</p> <ul data-bbox="264 416 533 560" style="list-style-type: none">* Sotanghon Gisado* Clubhouse Sandwich* Fried Chicken* Bottled Juice <p data-bbox="264 609 331 636">Note:</p> <ul data-bbox="331 645 979 752" style="list-style-type: none">* Free flowing coffee and water with water dispenser* Free Tables and chairs with cover* Assisted Buffet with presentable food servers

UNIT	PARTICULAR
LOT-2	<p data-bbox="215 221 1460 298">Provision of Catering Services for 150 pax (pack) for Solidarity Meeting for Bicol University Olympics on October 21, 2024, (to be served @2:30pm) at the IPESR Building, Daraga Albay</p> <p data-bbox="263 364 766 398">Snack P.M. (to be served at 2:30 pm)</p> <ul data-bbox="215 409 494 564" style="list-style-type: none">* BAM-i Gisado* Steamed Siopao Big* Lumpiang Shanghai* Bottled Softdrinks <p data-bbox="215 652 295 685">Note:</p> <ul data-bbox="279 685 997 807" style="list-style-type: none">* Free flowing coffee and water with water dispenser* Free Tables and chairs with cover* Assisted Buffet with presentable food servers

UNIT	PARTICULAR			
LOT-3	Provision of Catering Services for 400 pax (pack) for Opening of Bicol University Olympics on October 22, 2024, (to be served @2:00pm) at the IPESR Building, Daraga Albay			
LOT-3	Provision of Catering Services for 300 pax for VIP and Guest on October 22, 2024, (to be served @7:00pm) at the IPESR Bldg., Daraga Albay			
LOT-4	Provision of Catering Services for 200 pax for Officiating Officials/ Tournament Managers/ Technical Operators/ Medics/ Helper/Utility/Security on October 22-26, 2024 at IPESR Building, Daraga Albay			
	23/10/2024 Snack (A.M.) to be served @ 8:30am (on pack)	24/10/2024 Snack (A.M.) to be served @ 8:30am (on pack)	25/10/2024 Snack (A.M.) to be served @ 8:30am (on pack)	26/10/2024 Snack (A.M.) to be served @ 8:30am (on pack)
	Chicken Empanada Juice in Can Bottled Water	Club House Sandwich * Juice in can Bottled Water	Hawaiian Burger Assorted Bottled Soda Bottled Water	Chicken Sandwich Boiled Egg Juice in can Bottled Water
	Lunch to be served @ 11:00am	Lunch to be served @ 11:00am	Lunch to be served @ 11:00am	Lunch to be served @ 11:00am
	Steamed Rice Bicol Express Garlic Chicken Banana Bottled Water	Steamed Rice Roasted Chicken Hawaiian Pork Humba Vegetable Pandan Gelatin Bottled Water	Steamed Rice Butter Mix Vegetable Chicken Terreyaki Fried Fillet Fruit Salad Bottled Water	Steamed Rice Sweetened Sayote Pork Steak Fried Chicken Coffe Jelly Bottled Water
	Snack (P.M.) to be served @ 2:45pm (on pack)	Snack (P.M.) to be served @ 2:45pm (on pack)	Snack (P.M.) to be served @ 2:45pm (on pack)	Snack (P.M.) to be served @ 2:45pm (on pack)
	Bihon Guisado Turon Assorted Bottled Soda Bottled Water	Pansit Cantoan Sinapot Orange Juice Bottled Water	Sotanghon Guisado Ibos (2pcs) Juice in can Bottled Water	Mikki Bihon Hard Boiled Egg Cheese Bread Bottled Orange Juice Bottled Water
	Dinner (to be served @7:00pm)	Dinner (to be served @7:00pm)	Dinner (to be served @7:00pm)	Dinner (to be served @7:00pm)
	Rice Gulay na Laing Chicken Estupado Kusido Leche Flan	Beef Salficao Inihaw na Tilapia Tinutungan na Tapayas Buko Salad	Igado Glay na Langka with Hipon Fried Fish Tuna Coffe Jelly	Baby Back Ribs Grilled Tuna Pinangat Mango Tapioca Sinigang na Baka
	Note:			
	* Free Flowing Coffee * Water with Water Dispenser	* Table and Chairs with seat cover * Assisted Buffet with presentable food servers		

UNIT	PARTICULAR	
LOT-5	Provision of Catering Services for 60 pax for Head of Officiating Officials/ Tournament Managers BU Olympics Committee/ Helper/Utility/ on October 19-20, 2024 at IPESR Building, Daraga Albay	
	19/10/2024 Snack (A.M.) to be served @ 8:30am (on pack)	20/10/2024 Snack (A.M.) to be served @ 8:30am (on pack)
	Chicken Empanada	Club House Sandwich
	Juice in Can	Juice in Can
	Bottled Water	Bottled Water
	Lunch to be served @ 11:00am	Lunch to be served @ 11:00am
	Steamed Rice	Steamed Rice
	Bicol Express	Roasted Chicken Hawaiian
	GarlicChicken	Pork Humba
	Banana	Vegetable
Bottled Water	Pandan Gelatin	
	Bottled Water	
Snack (P.M.) to be served @ 2:45pm (on pack)	Snack (P.M.) to be served @ 2:45pm (on pack)	
Bihon Guisado	Pansit Canton	
Turon	Sinapot	
Assorted Bottled Soda	Orange Juice	
Bottled Water	Bottled Water	
Dinner (to be served @7:00pm)	Dinner (to be served @7:00pm)	
Rice	Beef Salficao	
Gulay na Laing	Inihaw na Tilapia	
Chicken Estupado	Tinutungan na Tapayas	
Kusido	Buko Salad	
Leche Flan	Rice	
NOTE: TO BE SERVE AS PACK PER DAY		