



February 21, 2025

REQUEST FOR QUOTATION

Provisions of meals for 115 participants during the Cluster Workshop of the Preparation of the FY 2026 Budget Proposal on March 2-7, 2025 at Legazpi City, Albay
PR No.: 2025-02-0050
Quotation/Bid No. MOOE-RO-011-25

The MANAGER
MISIBIS BAY RESORT
Cagraray , Bacacay, Albay

Sir/Madam;

Please quote your lowest price on a CHARGE BASIS for the job/items listed below the space provided and drop this FORM duly accomplished, SEALED and addressed to the BAC Chairperson at the bidding box located at NIA Regional Office 5 Conference Room, Panganiban Drive, Naga City not later than 9:20 AM of February 25, 2025 with an ABC of ₱ 890,100.00 after which bids will be publicly opened using the RIRR of RA 9184 otherwise known as Government Procurement Act and the Philippine Bidding Documents (PBD).

We presume your offer is NEW as specified below unless otherwise indicated. Price quotation must be firm and valid for at least thirty (30) days from the opening of bids. NIA reserves the right to reject any or all bids, to waive any minor defect/s or informalities herein and to make such award most advantageous to NIA.

TERMS and CONDITIONS:

- 1. All entries must be type written or legibly written.
- 2. Delivery on March 2-7, 2025 receipt of approved purchase order. Admin penalties pursuant to Sec. 69 of the RIRR of 9184 shall be imposed for non-delivery without valid reason.
- 3. Documentary requirements shall be attached upon submission of quotation.
- 4. All items shall be procured as "one lot".
- 5. Liquidated Damages pursuant to Sec. 68 of the RIRR of RA 9184 shall be imposed for non-delivery without valid reason.
- 6. Performance bond: Yes ; No ✓
- 7. Incomplete Quotation shall be declared non-responsive.
- 8. You may submit your quotation and requirements duly sealed with markings to the BAC Secretariat on or before the scheduled date/time.

Mode of Procurement: Small Value Procurement

Documentary Requirements:

- 1. PhilGEPS Registration Number or Certificate.
- 2. Updated Mayor's Permit
- 3. Notarized Omnibus Sworn Statement
- 4. Income Business Tax Return (For ABCs 500,000.00 above).
- 5. Notarized Secretary's Certificate (for Corporation).

Additional Conditions:

- 1. Servers must wear proper uniform by the catering service, hair is covered by the hairnet, face is covered by mouth shield, Proper grooming is a must.
- 2. Catering service must have trash bins or trash bags, after the event, clean as you go.
- 3. Use of Eco-friendly materials (e.g. paper cup etc.).

Very truly yours,


EDUARDO A. BALONDO
BAC Chairperson

ITEM & DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE
Provisions of meals for 115 participants during the Cluster Workshop of the Preparation of the FY 2026 Budget Proposal on March 2-7, 2025 at Legazpi City, Albay				
Menu: Day 1 AM Snacks: Pasta Bolognese, Garlic Bread, Juice Lunch - Plain rice, Asparagus Soup, Vegetable Spring Roll, Tuna Sisig, Adobo Braised Pork Belly, Fruits PM Snacks - Tuna sandwich, Potato Chips, Juice Dinner - Plain rice, Ginger and Chicken Soup, Stir Fry Vegetables, Lemongrass Chicken, Pork Katsu, Mango Trifle, Iced Tea Day 2 AM Snacks - Chicken Sandwich, French Fries, Juice	lot	1		





Republic of the Philippines
OFFICE OF THE PRESIDENT
NATIONAL IRRIGATION ADMINISTRATION
REGIONAL OFFICE NO. V (BICOL REGION)



Lunch - Plain rice, Potato Leek Soup, Chopsuey, Buttered Chicken, Pork Spare Ribs, Mango Tapioca, Pink Lemonade PM Snacks - Pancit Guisado, Garlic Bread, Juice Dinner - Plain rice, Nido Soup, Mixed Vegetables, Fried Fish Cutlets in Teriyaki Sauce, Coffee Jelly, Blue Lemonade Day 3 AM Snacks - Assorted Kakanin, Hot Chocolate Lunch - Plain rice, Mushroom Soup, Chopsuey, Grilled Chicken with Teriyaki Sauce, Pork Steak, Fruits, Pink Lemonade PM Snacks - Pancit Bato, Puto, Iced Tea Dinner - Plain rice, Creamed Corn and Potato Soup, Vegetable Spring Roll, Buttered Chicken, Pork Adobo, Mango Tapioca, Cucumber Juice Day 4 AM Snacks -Tuna sandwich, Potato Chips, Juice Lunch - Plain rice, Mushroom Soup, Pinangat, Tuna Sisig, Pork Katsu, Coffee Jelly, Iced Tea PM Snacks - Pasta Bolognese, Garlic Bread, Juice Dinner - Plain rice, Nido Soup, Laing, Lemongrass Chicken, Pork Spare Ribs, Fruits, Cucumber Juice Day 5 AM Snacks - Chicken Sandwich, French Fries, Juice Lunch - Plain rice, Asparagus Soup, Vegetable Spring Roll, Grilled Chicken with Teriyaki Sauce, Grilled Liempo, Fruits, Iced Tea PM Snacks - Pancit Guisado, Garlic Bread, Juice Dinner - Creamed Corn and Potato Soup, Stir Fry Vegetables, Buttered Chicken, Pork Adobo, Mango Tapioca, Cucumber Juice Day 6 Am Snacks - Chicken Sandwich, French Fries, Juice Lunch - Plain rice, Potato Leek Soup, Chopsuey, Buttered Chicken, Pork Spare Ribs, Mango Tapioca, Pink Lemonade				
TOTAL AMOUNT (in figures)				
TOTAL AMOUNT (in words)				

After having carefully read and accepted the Request for Quotation including all supporting documents, we are submitting the above-mentioned price quotation.

NOTE: Subject to 5% VAT and 2% deduction per RA 9337 implemented on February, 2005

Name & Signature of Owner/Authorized Representative

Position in print of Owner/Representative

Cellphone No. and Email address

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A.V.P CATERING SERVICES
Legazpi City, Albay

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