



PHILIPPINE ECONOMIC ZONE AUTHORITY

RFQ No.	PPRG-22-09
Date	13 June 2022

REQUEST FOR QUOTATION Alternative-Small Value Procurement

Name of Company: _____

Address: _____

The Philippine Economic Zone Authority (PEZA), through its Bids and Awards Committee (BAC) will undertake Alternative/Small Value Procurement in accordance with Sec. 53.9 of the 2016 Revised Implementing Rules and Regulations of the Republic Act No. 9184.

Name of Project	Procurement of Catering Services for PEZA's Global Biz with Local Press Assembly: MoU Signing as Ka-PIPPs Media Partner and Briefing on PEZA's Different Types of Ecozones
Description/Specifications	Attached Annex "A"
Approved Budget for the Contract (ABC)	PhP 80,000.00
Deadline of Submission of Bid	16 June 2022

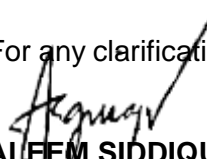
Interested bidders may submit their duly accomplished Price Quotation Form (Annex A) on or before the deadline of submission of bids to the Promotions and Public Relations Group at the PEZA Head Office, 10th Floor Double Dragon Center, West Building, Macapagal Blvd., Pasay City.

Bidders must submit sealed quotation/s in the address given above together with the following documentary requirements:

- 1.) Mayor's/Business Permit **or** PhilGEPS Platinum Membership Certificate
- 2.) PhilGEPS Registration Number (*not required if PhilGEPS Platinum Membership Certificate is submitted*)
- 3.) Omnibus Sworn Statement (notarized)

Award of contract shall be given to the lowest calculated bidder which complies with the Price Quotation Form (Annex A), Procurement Specifications/Terms of Reference (Annex B) and Terms and Conditions (Annex C).

For any clarification, you may email Ms. Marilyn Domingo at marilyn.domingo@peza.gov.ph.


ALEEM SIDDIQUI M. GUIAPAL
Group Manager, Promotions and Public Relations Group

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Annex "A"
PRICE QUOTATION FORM
(Financial Bid)

ALEEM SIDDIQUI M. GUIAPAL

Group Manager, Promotions and Public Relations Group

10th Floor Double Dragon Center
West Building, Macapagal Blvd.
Pasay City

Dear Sir:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed Instructions to Bidders, hereunder is our quotation/s for the items as follows:

Quantity	Description	Bid Price (PHP)
1 Lot	Procurement of Catering Services for PEZA's Global Biz with Local Press Assembly: MoU Signing as Ka-PIPPs Media Partner and Briefing on PEZA's Different Types of Ecozones	
		(Inclusive of VAT)

Signature over Printed Name

Office Telephone No. / Mobile Telephone No.

Email address/es

INSTRUCTIONS:
(1) Accomplish this RFQ correctly and accurately. (2) Do not alter the contents of this form in any way. (3) Failure to comply with any of the mandatory requirements will disqualify your quotation. (4) Failure to follow these instructions will disqualify your entire quotation.

Annex "B"

TECHNICAL REQUIREMENTS

LOT DESCRIPTION:	Procurement of Catering Services for PEZA's Global Biz with Local Press Assembly: MoU Signing as Ka-PIPPs Media Partner and Briefing on PEZA's Different Types of Ecozones
QUANTITY:	130
UOM:	Pax
APPROVED BUDGET OF CONTRACT (ABC):	Php 80,000.00

Agency Specifications	Bidder's Statement of Compliance
Date/Time: June 24, 2022; 8:00 AM – 5:00 PM	
Venue: PEZA Auditorium	
<p>A. Menu (<u>Halal/ Non-pork</u>)</p> <p><u>AM</u></p> <p>a. Overflowing Coffee, Water</p> <p><u>Lunch</u></p> <p>*Plated (for VIPs) – 20 pax; Packed – 110 pax</p> <p>a. Chicken entrée</p> <p>b. Fish entrée</p> <p>c. Rice</p> <p>d. Salad/Vegetable</p> <p>e. Fruits</p> <p>f. Beverage (Bottled Water/ Juice)</p> <p><u>PM Snacks</u> *Plated (for VIPs) – 20 pax; Packed – 110 pax</p> <p>a. Sandwich/ Pastries</p> <p>b. Overflowing Coffee, Bottled Water</p>	
<p>B. Set-up</p> <p>1. Uniformed professional waiters and banquet staff</p> <p>2. One (1) Buffet Station with stylish equipment</p> <p>3. Four (4) Presidential Tables</p> <p>4. Thirty (30) Monoblock chairs with seat cover (white)</p> <p>5. Provide accent pieces for tables and chairs</p> <p>6. Linen (as necessary)</p> <p>7. Use of utensils, chinaware, and glasses</p>	
<p>C. Mode of Payment</p> <p>1. Send bill</p> <p>2. Bid price inclusive of all taxes and charges</p>	

Annex "C"

TERMS AND CONDITIONS

- Bidder shall type or write in "Ink" the following on the **sealed envelope**:
 - his/her name or business name;
 - address; and
 - identification of the item/s being quoted.
- Delivery period: June 24, 2022.
- Terms of payment: Through Cheque/15 working days upon receipt of original invoice.
- Winning bidder must deliver the item/s to the following address:
10th Floor Double Dragon Center, West Building, DD Meridian
Park Macapagal Avenue, Pasay City