



REQUEST FOR QUOTATION

(Name of Company) _____
Address: _____
Business Permit No. _____
TIN: _____

Date: _____
PR: 2024-04-067

The NIA-MIMAROPA REGIONAL Office, through its Bids & Awards Committee, intends to procure for the Supply and Delivery of Meals and Snacks for the conduct of 1st Quarter Accomplishment Review, OPCR/DPCR/IPCR Workshop, and Celebration of NIA MIMAROPA'S 13th Anniversary on April 25-26, 2024 at NIA MIMAROPA, Bayanan II, Calapan City, Oriental Mindoro.

The procurement for Meals will be undertaken in accordance with Section 53.9 of the Revised Implementing Rules and Regulations of Republic Act No. 9184. A copy of your 2024 Business / Mayor's Permit is also required to be submitted along with your quotation/proposal.

As such, you are invited to submit your established quotations/proposals duly signed by your duly authorized representative not later than **APRIL 19, 2024**, at exactly **1:00 PM** subject to the terms and Conditions provided at the last page of this RFQ.

Open quotations may be submitted, manually or through facsimile or email at the address and contact numbers stated above.

ENGR. LOWEL A. LOZANO
BAC Chairperson

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Procurement Project		Approved Budget for the Contract (ABC)	
Procurement for the Supply and Delivery of Meals and Snacks for the conduct of 1st Quarter Accomplishment Review, OPCR/DPCR/IPCR Workshop, and Celebration of NIA MIMAROPA'S 13th Anniversary on April 25-26, 2024 at NIA MIMAROPA, Bayanan II, Calapan City, Oriental Mindoro		246,310.00	
Technical Specifications:			
Item Description	Compliance		Remarks
	YES	NO	
1	Supply and Delivery of Meals and Snacks for the conduct of 1st Quarter Accomplishment Review, OPCR/DPCR/IPCR Workshop, and Celebration of NIA MIMAROPA'S 13th Anniversary		
	I. AVAILABILITY		
	Dated: April 24-26, 2024		[] []
	II. LOCATION		
	a. NIA MIMAROPA, Bayanan II, Calapan City		[] []
	III. MEALS and SNACKS		
	I. AVAILABILITY		
	Dated: April 24-26, 2024		[] []
	II. LOCATION		
	a. NIA MIMAROPA, Bayanan II, Calapan City		[] []
	III. MEALS and SNACKS		
	April 24, 2024		[] []
	i. DINNER (10 pax) : packed		[] []
	April 25, 2024		
	i. BREAKFAST (10 pax) : packed		[] []
	ii. AM SNACKS (44 pax) : buffet		[] []
	iii. LUNCH (44 pax) : buffet		[] []
	iv. PM SNACKS (44 pax) : buffet		[] []
	v. DINNER (44 pax) : buffet		[] []
	April 26, 2024		
	i. BREAKFAST (10 pax) : packed		[] []
	ii. AM SNACKS (114 pax) : packed		[] []
	iii. LUNCH (109 pax) : buffet		[] []
	iv. PM SNACKS (167 pax) : packed		[] []
	v. DINNER (221 pax) : buffet		[] []
	Note:		
	A. With provisions every meal with drinks:		
	1. rice for breakfast/lunch/dinner		[] []
	2. at least 3 viands per meal (pork, beef, chicken, vegetables)		[] []
	3. dessert (fresh fruits / salad / jelly)		[] []
	4. clean spoon, fork & table napkin/tissue		[] []
	5. bottled water		[] []
	6. plastic gloves		[] []
	B. Snacks with drinks		
	1. sandwich with side dish/ Filipino delicacies		[] []
	2. lemonade juice / tea/ fresh fruit juice		[] []
	C. Overflowing coffee with additional hot choco and mixed nuts: free of charge		[] []
	nothing follows		
Items: inclusive of 3% Creditable tax & 5% Creditable VAT if VAT registered; 3% if NVAT			

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