

**Republic of the Philippines**  
**Province of Davao del Norte**  
**BIDS AND AWARDS COMMITTEE**  
Government Center, Mankilam, Tagum City



**REQUEST FOR QUOTATION**

[Negotiated Procurement - Small Value Procurement]

Control No. :



PR Number  
**2023021570**  
R0

Quotation No. : **S20231193**  
Old RFQ No. : **N/A**  
Date : **Mar 17, 2023**  
Page : **Page 1 of 2**

The Provincial Government of Davao del Norte intends to procure the hereunder item/s in accordance with the pertinent provisions of the Republic Act 9184 and its Implementing Rules and Regulations.

Please quote your best offer for the item described herein, subject to the Terms and Conditions provided at the last page of this RFQ. Should the Bids and Awards Committee find your price lowest and responsive; you will be officially notified through issuance of a Notice of Award (NOA) and a Purchase Order (PO). The Provincial Government of Davao del Norte reserves the right to accept or reject any bid, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance to Section 35.6 and Section 41 of the 2016 Revised IRR of RA 9184.

I.N.	Quantity/Unit	Item	Quotation	
			Unit Price	Total Amount
1	40.00 pax	One meal and two snacks for 4 days(Local Health Board) day 1 & 2- April 13-14,2023 day 3 & 4- May 10 & 11,2023 Am snack- sliced cake, canned juice Pm snack- cheese burger, canned juice Lunch- fresh fruits, rice, native tinolang manok, bakaldereta, chicken cordon blue, macaroni salad, soft drinks mineral water  -With venue	_____	_____
2	68.00 pax	One meal and two snacks for 4 days(Institutionalization UHC-IS health services provider networks protocols day 1 & 2- May 9 & 10,2023 day 3 & 4- June 14 & 15,2023 Am snack- sliced cake, canned juice Pm snack- cheese burger, canned juice Lunch- fresh fruits, rice, native tinolang manok, bakaldereta, chicken cordon blue, macaroni salad, soft drinks mineral water	_____	_____
Grand/Lot Total:			_____	_____

REMARKS : -TO BE SERVED ON APRIL 13,14, MAY 9, 10, 11, JUNE 14 & 15,2023 AT TAGUM CITY(AM SNACKS -9:00AM)(PM SNACKS-3:00PM( LUNCH-11:00AM)  
-PAYMENT WILL BE MADE PER ACTIVITY CONDUCTED  
-UNLIMITED COFFEE

Green Procurement Terms and Conditions

**FOOD AND CATERING SERVICES**

1. The service supplier shall have it's own environmental policy, covering environmental procurement , the reduction of waste and energy consumption, and water saving.
- 2.The service supplier shall provide local or regional products or products which are produced in a sustainable way (e.g. produced according to good agriculture practices, organic, avoiding overfishing, no products from threatened species) when offering food and beverages.
3. For buffet, the supplier shall deliver catering service strictly without using any forms of single-use plastics like wrappings anf sachets, plastic stirrers, PET plastic bottles, etc.
4. The service supplier shall be responsible for the disposal of all solid wastes they generate during the provision of goodsand services and shall ensure that the venue is waste free upon leaving.
5. In cases where buffet service is not possible, the supplier shall deliver individual food packs using at least 50% biodegradable packing material with 2-in-1 spoon-fork. The use of styro foam as packing material is strictly not allowed. Food packing must bear the business name of the service supplier.

**Meal and snacks for use of Local Health Support Project, Provincial Health Office**

APPROVED BUDGET FOR THE CONTRACT (ABC) : **₱175,200.00**

OPENING DATE AND TIME OF BIDDING: **March 23, 2023 9:00 am**

Place of Delivery : **On site**

NAME OF ESTABLISHMENT

ALEJANDRO R. OMILA JR.

Friday, March 17, 2023

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Delivery Term : **On the Day of Activity**

General Terms & Conditions :

- Bidders shall provide correct and accurate information required in this form and shall quote for all the items, considering that this **procurement is for lot awarding, otherwise, the RQF will be rejected.**
- Price quotation/s must be valid for a period of ninety (90) calendar days from the date of submission. In case the Provincial Government of Davao del Norte will officially notify that the items will be procured from the determined bidder, the stocks shall be readily available off-the-shelf.
- Bidders shall specify/indicate the brand names in the RFQ and the country of origin.
- Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- 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 item/s shall be delivered according to the requirements specified in the Technical Specifications.
- The Provincial Government of Davao del Norte shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the Provincial Government of Davao del Norte shall adopt and employ "tosscoin" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
- Payment shall be made after delivery and upon the submission of the required supporting documents, i.e, order slip and/or billing statement, by the contractor.
- The following documentary requirements shall be submitted together with the Request for Quotation Form as requisite for award:
  - For Shopping:
    - Mayor's/Business Permit
    - PhilGEPS Registration Number
  - For Small Value Procurement:
    - Mayor's/Business Permit
    - PhilGEPS Registration Number
    - Professional License /Curriculum Vitae (for Consulting Services only)
    - PCAB License (for Infra. only)
    - Income/Business Tax Return (For ABCs above P500K only)
    - Omnibus Sworn Statement

VERY TRULY YOURS,

**DENNIS B. DEVILLERES , LI.B**  
BAC CHAIRPERSON

I hereby certify and affirm to the foregoing quotation, terms and conditions :

NAME OF ESTABLISHMENT	_____
ADDRESS	_____
Please check whether VAT or Non-VAT	<input type="checkbox"/> V.A.T. <input type="checkbox"/> Non - V.A.T.
T.I.N.	_____
	PhilGEPS Registration No.: _____

_____
SIGNATURE OVER PRINTED NAME
_____
DESIGNATION
_____
CONTACT NUMBER
_____
EMAIL ADDRESS