



Republic of the Philippines
City Government of Muntinlupa
National Road Putatan Muntinlupa City
BIDS and AWARDS COMMITTEE
www.muntinlupacity.gov.ph

REQUEST FOR QUOTATION

Date: 4/1/2024
Quotation No:2024-0168

Company Name: _____
Address: _____
Business Permit No.: _____
TIN: _____
PhilGEPs Registration No.(required): _____

The City Government of Muntinlupa, through its Bids and Awards Committee, intends to procure **Purchase of Meals Expenses for 2024 Various Activities & Events** which will be undertaken in accordance with **Section 53.9** of the 2016 Revised Implementing Rules and Regulations of Republic Act No.9184.

Please quote your **best offer** for the item/s described herein, subject to the Terms and Conditions provided.
A copy of the following documents are also required to be submitted along with your quotation/proposal:

1. Mayor's/Business Permit: (Certified True Copy)	4. PhilGEPs Registration (Certified True Copy)
2. Accomplished and Notarized Omnibus Sworn Statement (Original)	5. Certificate of Registration (Certified True Copy)
3. Latest Income Tax (Certified True Copy)	

Quotations/Proposals must be submitted to the BAC Office of the City Government of Muntinlupa for checking & validation.

For any clarification, you may contact **Bids & Awards Committee** at telephone no.(02)8861-1127

INSTRUCTIONS:
(2) Do not alter the contents of this in any way.
(3) technical specifications with asterisks(*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your
(4) Failure to follow these instructions will disqualify your entire quotation.

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)
Purchase of Meals Expenses for 2024 Various Activities & Events	Six Hundred Seventy Three Thousand Five Hundred Pesos

Technical Specifications:					
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	Compliance		REMARKS
			Yes	No	



Republic of the Philippines
City Government of Muntinlupa
 National Road Putatan Muntinlupa City
BIDS and AWARDS COMMITTEE
www.muntinlupacity.gov.ph

20	pax	EVENT 1: HERITAGE MONTH -MAY Packed Meals Lunch-Rice with 2 viands (chicken/pork/beef) and 1 type of drink (water/juice)			
160	pax	EVENT 2: ARAW NG KAGITINGAN- APRIL Packed Meals Breakfast/Lunch- Rice with 2 viands (chicken/pork/beef) and 1 type of drink (water/juice)			
160	pax	EVENT 3: ARAW NG MGA BAYANI- AUGUST Packed Meals Breakfast/Lunch- Rice with 2 viands (chicken/pork/beef) and 1 type of drink (water/juice)			
100	pax	EVENT 4: BUWAN NG WIKANG PAMBANSA-AUGUST Packed Meals Breakfast- Rice, Egg, 1 viand and 1 type of drink (Bottled water/juice)			
90	pax	EVENT 5: Flavors of NCR-APRIL Packed Meals AM Snacks- Php 75.00 : Light Sandwich and drink (bottled water/juice) Lunch- Php 200.00 :Rice with 2 viands(chicken/pork/beef) and drink (bottled water/juice) PM Snacks- Php 75.00 :Pasta/Noodles and drink (bottled water/juice)			
240	pax	EVENT 6: INDEPENDENCE DAY-JUNE Packed Meals Breakfast/Lunch- Rice with 2 viands (chicken/pork/beef) and 1 type of drink (water/juice)			



Republic of the Philippines
City Government of Muntinlupa
 National Road Putatan Muntinlupa City
BIDS and AWARDS COMMITTEE
www.muntinlupacity.gov.ph

160	pax	EVENT 7: BONIFACIO DAY-NOVEMBER Packed Meals Breakfast/Lunch- Rice with 2 viands (chicken/pork/beef) and 1 type of drink (water/juice)			
160	pax	EVENT 8: RIZAL DAY-DECEMBER Packed Meals Breakfast/Lunch- Rice with 2 viands (chicken/pork/beef) and 1 type of drink (water/juice)			
250	pax	EVENT 9: TCAD COUNCIL MEETINGS Packed Meals AM Snacks- Php 75.00 : Light Sandwich and drink (bottled water/juice) Lunch- Php 200.00 :Rice with 2 viands(chicken/pork/beef) and drink (bottled water/juice) PM Snacks- Php 75.00 :Pasta/Noodles and drink (bottled water/juice)			
90	pax	EVENT 10: TOURISM MONTH-SEPTEMBER Packed Meals AM Snacks- Php 75.00 : Light Sandwich and drink (bottled water/juice) Lunch- Php 200.00 :Rice with 2 viands(chicken/pork/beef) and drink (bottled water/juice) PM Snacks- Php 75.00 :Pasta/Noodles and drink (bottled water/juice)			



Republic of the Philippines

City Government of Muntinlupa

National Road Putatan Muntinlupa City

BIDS and AWARDS COMMITTEE

www.muntinlupacity.gov.ph

80	pax	<p>EVENT 11: MAYORS FOR PEACE- JULY Packed Meals AM Snacks- Php 75.00 : Light Sandwich and drink (bottled water/juice)</p> <p>Lunch- Php 200.00 :Rice with 2 viands(chicken/pork/beef) and drink (bottled water/juice)</p>			
200	pax	<p>EVENT 12: MUNTINLUPA CHOIR FESTIVAL- NOVEMBER Packed Meals PM Snacks- Php 75.00 : Light Sandwich and drink (bottled water/juice)</p> <p>Dinner- Php 200.00 :Rice with 2 viands(chicken/pork/beef) and drink (bottled water/juice)</p>			
100	pax	<p>EVENT 13: TOURISM AWARENESS SYMPOSIA Packed Meals AM Snacks- Php 75.00 : Light Sandwich and drink (bottled water/juice)</p> <p>Lunch- Php 200.00 :Rice with 2 viands(chicken/pork/beef) and drink (bottled water/juice)</p> <p>PM Snacks- Php 75.00 :Pasta/Noodles and drink (bottled</p>			



Republic of the Philippines
City Government of Muntinlupa
 National Road Putatan Muntinlupa City

BIDS and AWARDS COMMITTEE

www.muntinlupacity.gov.ph

90	pax	EVENT 14: CAPACITY BUILDING TRAINING FOR THE CITY GOVERNMENT CULTURAL PERFORMING GROUPS Buffet Setting AM Snacks- Php 150.00 : Sandwich with chips and drink (overflowing coffee/juice) Lunch- Php 300.00 :Rice with 2 viands(chicken/pork/beef) and juice				
270	pax	EVENT 15: 3 DAY GAD WORKSHOP FOCUSING ON GENDER MAINSTREAMING IN TOURISM Buffet Setting AM Snacks- Php 150.00 : Sandwich with chips and drink (overflowing coffee/juice) Lunch- Php 300.00 :Rice with 2 viands(chicken/pork/beef) and juice PM Snacks- Php 150.00 :Pasta/Noodles with toasted bread/puto and juice Inclusion: Complete Tables & Chairs set up, service attendants, overflowing coffee and water provided				
		Note: Staggered delivery, Staggered payment.				
Summary of Approved Budget			OFFERED QUOTATION			
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
20	pax	EVENT 1: HERITAGE MONTH -MAY Packed Meals Lunch-Rice with 2 viands (chicken/pork/beef) and 1 type of drink (water/juice)				



Republic of the Philippines
City Government of Muntinlupa
 National Road Putatan Muntinlupa City

BIDS and AWARDS COMMITTEE

www.muntinlupacity.gov.ph

160	pax	EVENT 2: ARAW NG KAGITINGAN-APRIL Packed Meals Breakfast/Lunch- Rice with 2 viands (chicken/pork/beef) and 1 type of drink (water/juice)				
160	pax	EVENT 3: ARAW NG MGA BAYANI-AUGUST Packed Meals Breakfast/Lunch- Rice with 2 viands (chicken/pork/beef) and 1 type of drink (water/juice)				
100	pax	EVENT 4: BUWAN NG WIKANG PAMBANSA-AUGUST Packed Meals Breakfast- Rice, Egg, 1 viand and 1 type of drink (Bottled water/juice)				
90	pax	EVENT 5: Flavors of NCR-APRIL Packed Meals AM Snacks- Php 75.00 : Light Sandwich and drink (bottled water/juice) Lunch- Php 200.00 :Rice with 2 viands(chicken/pork/beef) and drink (bottled water/juice) PM Snacks- Php 75.00 :Pasta/Noodles and drink (bottled water/juice)				
240	pax	EVENT 6: INDEPENDENCE DAY-JUNE Packed Meals Breakfast/Lunch- Rice with 2 viands (chicken/pork/beef) and 1 type of drink (water/juice)				



Republic of the Philippines
City Government of Muntinlupa

National Road Putatan Muntinlupa City

BIDS and AWARDS COMMITTEE

www.muntinlupacity.gov.ph

160	pax	EVENT 7: BONIFACIO DAY-NOVEMBER Packed Meals Breakfast/Lunch- Rice with 2 viands (chicken/pork/beef) and 1 type of drink (water/juice)				
160	pax	EVENT 8: RIZAL DAY-DECEMBER Packed Meals Breakfast/Lunch- Rice with 2 viands (chicken/pork/beef) and 1 type of drink (water/juice)				
250	pax	EVENT 9: TCAD COUNCIL MEETINGS Packed Meals AM Snacks- Php 75.00 : Light Sandwich and drink (bottled water/juice) Lunch- Php 200.00 :Rice with 2 viands(chicken/pork/beef) and drink (bottled water/juice) PM Snacks- Php 75.00 :Pasta/Noodles and drink (bottled water/juice)				
90	pax	EVENT 10: TOURISM MONTH-SEPTEMBER Packed Meals AM Snacks- Php 75.00 : Light Sandwich and drink (bottled water/juice) Lunch- Php 200.00 :Rice with 2 viands(chicken/pork/beef) and drink (bottled water/juice) PM Snacks- Php 75.00 :Pasta/Noodles and drink (bottled water/juice)				



Republic of the Philippines
City Government of Muntinlupa
 National Road Putatan Muntinlupa City

BIDS and AWARDS COMMITTEE

www.muntinlupacity.gov.ph

80	pax	EVENT 11: MAYORS FOR PEACE- JULY Packed Meals AM Snacks- Php 75.00 : Light Sandwich and drink (bottled water/juice) Lunch- Php 200.00 :Rice with 2 viands(chicken/pork/beef) and drink (bottled water/juice)				
200	pax	EVENT 12: MUNTINLUPA CHOIR FESTIVAL- NOVEMBER Packed Meals PM Snacks- Php 75.00 : Light Sandwich and drink (bottled water/juice) Dinner- Php 200.00 :Rice with 2 viands(chicken/pork/beef) and drink (bottled water/juice)				
100	pax	EVENT 13: TOURISM AWARENESS SYMPOSIA Packed Meals AM Snacks- Php 75.00 : Light Sandwich and drink (bottled water/juice) Lunch- Php 200.00 :Rice with 2 viands(chicken/pork/beef) and drink (bottled water/juice) PM Snacks- Php 75.00 :Pasta/Noodles and drink (bottled water/juice)				



Republic of the Philippines
City Government of Muntinlupa
 National Road Putatan Muntinlupa City

BIDS and AWARDS COMMITTEE

www.muntinlupacity.gov.ph

90	pax	<p>EVENT 14: CAPACITY BUILDING TRAINING FOR THE CITY GOVERNMENT CULTURAL PERFORMING GROUPS</p> <p>Buffet Setting</p> <p>AM Snacks- Php 150.00 : Sandwich with chips and drink (overflowing coffee/juice)</p> <p>Lunch- Php 300.00 :Rice with 2 viands(chicken/pork/beef) and juice</p> <p>PM Snacks- Php 150.00 :Pasta/Noodles with toasted bread/puto and juice</p> <p>Inclusion: Complete Tables & Chairs set up, service attendants, overflowing coffee and water provided</p>				
270	pax	<p>EVENT 15: 3 DAY GAD WORKSHOP FOCUSING ON GENDER MAINSTREAMING IN TOURISM</p> <p>Buffet Setting</p> <p>AM Snacks- Php 150.00 : Sandwich with chips and drink (overflowing coffee/juice)</p> <p>Lunch- Php 300.00 :Rice with 2 viands(chicken/pork/beef) and juice</p> <p>PM Snacks- Php 150.00 :Pasta/Noodles with toasted bread/puto and juice</p> <p>Inclusion: Complete Tables & Chairs set up, service attendants, overflowing coffee and water provided</p>				
		Note: Staggered delivery, Staggered payment.				
			Php673,500.00	Total Offered quotation (in Php)	Php	



Republic of the Philippines
City Government of Muntinlupa
National Road Putatan Muntinlupa City
BIDS and AWARDS COMMITTEE
www.muntinlupacity.gov.ph

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders must quote for all or all the items.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the contract shall be rejected.
6. 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.
7. Any interlineations, erasures overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The Item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The GSO shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

Signature over Printed Name

Position/Designation

Office Telephone No.

Mobile Phone No./Fax No.

Email address/es