



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: 4/26/2024
Quotation No:2024-0254

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 **Meals for Various Activities of Colegio De Muntinlupa** 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. Latest Income Tax (Certified True Copy)	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)			
Meals for Various Activities of Colegio De Muntinlupa		Seven Hundred Twenty Seven Thousand Four Hundred Pesos			
Technical Specifications:					
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	Compliance		REMARKS
			Yes	No	
		Meals for the 3rd Commencement Exercises and NSTP Graduation July 11, 2024 (Ingress)			



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60	pax	Packed Meal (Lunch) - 1 Viand, Rice, and Drinks			
		July 16, 2024 (Final Rehearsal)			
125	pax	Packed Meal - 1 Viand, Rice, and Drinks			
		July 18, 2024			
95	pax	Packed Meal (Lunch) - 1 Viand, Rice, and Drinks			
300	pax	Packed Meal (Dinner) - 1 Viand, Rice, and Drinks			
113	pax	Buffet Setting - 3 Viands, Rice, Fruits in Season, and Drinks			
		Baccalaureate Mass			
163	pax	Packed Meal - 1 Viand, Rice, and Drinks			
		Meals for the 2024 NSTP/CWTS Graduation			
30	pax	Packed Meal (Lunch) - 1Viand, Rice, and Drinks			
60	pax	AM Snacks – Light Sandwich with Drinks for Technical Working Group and Student Facilitators			
705	pax	Lunch – 1 Viand, rice, and Drinks for NSTP/CWTS Graduates, Technical Working Group, CDM Chorale, Cross Swords and Honor Guards, and Student Facilitators			
10	pax	Lunch for VIPs – 2 viands, rice, dessert, and drinks			
30	pax	PM Snacks – Pasta with Drinks for Student Facilitators for clean-up			
		Meals for the 2024 ROTC Graduation			
30	pax	Packed Meal (Lunch) - 1Viand, Rice, and Drinks			
60	pax	AM Snacks – Light Sandwich with Drinks for Technical Working Group and Student Facilitators			



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555	pax	Lunch – 1 Viand, rice, and Drinks for NSTP/CWTS Graduates, Technical Working Group, CDM Chorale, Cross Swords and Honor Guards, and Student Facilitators			
20	pax	Lunch for VIPs – 3 viands, rice, dessert, and drinks			
30	pax	PM Snacks – Pasta with Drinks for Student Facilitators for clean-up			
		Meals for the 2024 Muntinlupa City Robotics Fair and Exhibits			
		Day 1: Opening Ceremony			
50	pax	VIP Meal - Buffet Setting 3 Viands, Rice, Fruits in Season, and Drinks, Fruits in Season, and Drinks			
307	pax	AM Snacks - Sandwich and Drinks for Judges, Visitors, Support Groups, and Resource Speakers			
252	pax	Lunch - 1 Viand, Rice, and Drinks for the Visitors, Participants, Coaches, Support Groups, and Judges			
5	pax	Lunch - 2 Viands, Rice, and Drinks for the Resource Speakers			
222	pax	PM Snacks - Pasta/Noodle and Drinks for Participants, Coaches, Support Groups, and Judges			
		Day 2			
325	pax	AM Snacks - Pasta/Noodle and Drinks for the Participants, Coaches, Judges, Tabulators, Hosts, Support Groups, and Resource Speakers			
310	pax	Lunch - 1 Viand, Rice, and Drinks for the Participants, Coaches, Judges, Support Groups, Tabulators, and Hosts			
5	pax	Lunch - 2 Viands, Rice, and Drinks for the Resource Speakers			



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Summary of Approved Budget			OFFERED QUOTATION			
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
		Meals for the 3rd Commencement Exercises and NSTP Graduation				
		July 11, 2024 (Ingress)				
60	pax	Packed Meal (Lunch) - 1 Viand,				
		July 16, 2024 (Final Rehearsal)				
125	pax	Packed Meal - 1 Viand, Rice, and				
		July 18, 2024				
95	pax	Packed Meal (Lunch) - 1 Viand,				
300	pax	Packed Meal (Dinner) - 1 Viand,				
113	pax	Buffet Setting - 3 Viands, Rice,				
		Baccalaureate Mass				
163	pax	Packed Meal - 1 Viand, Rice, and				
		Meals for the 2024 NSTP/CWTS Graduation				
30	pax	Packed Meal (Lunch) - 1Viand,				
60	pax	AM Snacks – Light Sandwich with				
705	pax	Lunch – 1 Viand, rice, and Drinks				
10	pax	Lunch for VIPs – 2 viands, rice,				
30	pax	PM Snacks – Pasta with Drinks				
		Meals for the 2024 ROTC Graduation				
30	pax	Packed Meal (Lunch) - 1Viand,				
60	pax	AM Snacks – Light Sandwich with				
555	pax	Lunch – 1 Viand, rice, and Drinks				
20	pax	Lunch for VIPs – 3 viands, rice,				
30	pax	PM Snacks – Pasta with Drinks				
		Meals for the 2024 Muntinlupa City Robotics Fair and Exhibits				
		Day 1: Opening Ceremony				
50	pax	VIP Meal - Buffet Setting				
307	pax	AM Snacks - Sandwich and Drinks				
252	pax	Lunch - 1 Viand, Rice, and Drinks				



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5	pax	Lunch - 2 Viands, Rice, and				
222	pax	PM Snacks - Pasta/Noodle and				
		Day 2				
325	pax	AM Snacks - Pasta/Noodle and				
310	pax	Lunch - 1 Viand, Rice, and Drinks				
5	pax	Lunch - 2 Viands, Rice, and				
390	pax	PM Snacks - Pasta/ Noodle and				
		Day 3: Closiong Ceremony				
282	pax	AM Snacks - Pasta/Noodle with				
402	pax	Lunch - 1 Viand, Rice, and Drinks				
352	pax	PM Snacks - Sandwich and Drinks				
50	pax	VIP Meal - Buffet Setting				
		Note: Delivery of necessary meals				
				Ph727,400.00	Total Offered quotation (in Php)	Php

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