

REQUEST FOR QUOTATION
SVP 11-24

The **Municipality of Guagua**, through its Bids and Awards Committee (BAC), will undertake a Negotiated Procurement (Small Value Procurement) for the project: **Procurement of meals and snacks to be served during the Training on Incident Command System Level II (ICS 2)** in accordance with Section 53.9 of the Revised Implementing Rules and Regulation of Republic Act No. 9184.

Name of Project: **Procurement of meals and snacks to be served during the Training on Incident Command System Level II (ICS 2)**

Location : Municipality of Guagua, Plaza Burgos, Guagua, Pampanga

Brief Description: Procurement of meals for breakfast, lunch, and dinner and AM & PM snacks to be served during the 5-days Training on Incident Command System Level II (ICS 2)

Approved Budget for the Contract: PHP 198,450.00

Contract Duration: 5 calendar days

Submission of quotation documents is on or before **February 26, 2024 at 8:00 AM** at the same address indicated above. Late submission shall not be accepted.

The forms, which are part of the quotation documents, shall be the same forms to be submitted by the bidders for their compliance with the schedule of requirements, technical specifications, and financial proposal submission sheet. Non-compliance therewith shall be a ground for disqualification. The "No Contact Rule" shall apply. Bidders are not allowed to call or talk to any member of the BAC, TWG, or Secretariat right after the opening of the quotation documents.

The proponent determined to have the Lowest Calculated Bid must be PhilGEPS registered and shall submit the following requirements: Mayor's or Business Permit, PCAB License (for infrastructure projects), and duly signed and notarized Omnibus Sworn Statement.

The Municipality of Guagua hereby reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiry, you may call **Ms. Ilona G. Bansil** at telephone no. (045) 900-2391 or email at lguagua.bac@gmail.com.

Very truly yours,

(Sgd.)

RAUL G. NAGUIT

BAC Chairperson

SCHEDULE OF REQUIREMENTS

Description	Quantity	No. of Days	Unit Price	Amount
MEALS (Breakfast, Lunch, Snacks)	51 pax	5 days		
<p><i>Inclusions:</i></p> <p>Day 1</p> <ul style="list-style-type: none"> - Breakfast– Fried Egg, Corned Beef, Hotdog, Garlic Fried Rice, Coffee - Lunch – Pork Barbeque, Chicken Caldereta, Fried Shanghai, Banana, Rice, and Juice - A.M. Snacks – Pancit Bihon/Canton Guisado and Bread, Iced Tea - P.M. Snacks – Ham/Cheese Sandwich and Juice <p>Day 2</p> <ul style="list-style-type: none"> - Breakfast – Scrambled Egg, Pork Tapa, Sausage, Fried Rice, Coffee - Lunch – Pork Sisig, Breaded Fish Fillet, Stirfry Vegetable Rice, and Fruit Cocktail - A.M. Snacks - Spaghetti with Bread and Juice - P.M. Snacks – Hamburger and Bottled water <p>Day 3</p> <ul style="list-style-type: none"> - Breakfast – Fried Egg, Longganisa, Paksiw, Rice, and Coffee - Lunch – Pork Asado, Chicken Pastel, Okoy, Rice, and Saging - A.M. Snacks – Chicken Sopas with Sandwich, and Juice - P.M. Snacks – Chicken Empanada, and Juice <p>Day 4</p> <ul style="list-style-type: none"> - Breakfast – Fried Egg, Fried Bangus, Chow Rice, and Coffee - Lunch – Pork Puto, Lumpiang Hubad, Chicken Roll Rice, and Saging - A.M. Snacks – Sotanghon with Bread, and Juice - P.M. Snacks – Tuna Sandwich and Juice 				

Day 5 - Breakfast – Omelet, Shanghai, Rice, and Coffee - Lunch – Sweet and Sour Fish, Fried Chicken, Rice, and Saging - A.M. Snacks – Baked Mac and Bread with Juice - P.M. Snacks – Chicken Sandwich and Juice				
MEALS (Dinner for the Instructors/ Drivers)	6 pax	4 days		
<i>Inclusions:</i> - 1 dish, appetizer, dessert, softdrinks, water				
Grand Total				

I hereby certify to comply and deliver all the above requirements.

Name of Company

Signature over Printed Name of Bidder
or Representative

Date

TECHNICAL SPECIFICATIONS

Item	Specification			Statement of Compliance
	Description	Quantity	No. of Days	
1	MEALS (Breakfast, Lunch, Snacks) <i>Inclusions:</i> Day 1 - Breakfast– Fried Egg, Corned Beef, Hotdog, Garlic Fried Rice, Coffee - Lunch – Pork Barbeque, Chicken Kaldereta, Fried Shanghai, Banana, Rice, and Juice - A.M. Snacks – Pancit Bihon/Canton Guisado and Bread, Iced Tea - P.M. Snacks – Ham/Cheese Sandwich and Juice Day 2 - Breakfast – Scrambled Egg, Pork Tapa, Sausage, Fried Rice, Coffee - Lunch – Pork Sisig, Breaded Fish Fillet, Stirfry Vegetable Rice, and Fruit Cocktail - A.M. Snacks - Spaghetti with Bread and Juice - P.M. Snacks – Hamburger and Bottled water Day 3 - Breakfast – Fried Egg, Longganisa, Paksiw, Rice, and Coffee - Lunch – Pork Asado, Chicken Pastel, Okoy, Rice, and Saging - A.M. Snacks – Chicken Sopas with Sandwich, and Juice - P.M. Snacks – Chicken Empanada, and Juice Day 4 - Breakfast – Fried Egg, Fried Bangus, Chow Rice, and Coffee - Lunch – Pork Puchero, Lumpiang Hubad, Chicken Roll Rice, and Saging - A.M. Snacks – Sotanghon with Bread, and Juice - P.M. Snacks – Tuna Sandwich and Juice	51 pax	5 days	

2	Day 5 - Breakfast – Omelet, Shanghai, Rice, and Coffee - Lunch – Sweet and Sour Fish, Fried Chicken, Rice, and Saging - A.M. Snacks – Baked Mac and Bread with Juice - P.M. Snacks – Chicken Sandwich and Juice			
	MEALS (Dinner for the Instructors/ Drivers)	6 pax	4 days	
	<i>Inclusions:</i> - 1 dish, appetizer, dessert, softdrinks, water			

Note: Bidders must state either "Comply" or Not Comply" in the column "Statement of Compliance" against each of the individual parameters of each "Specification", stating the corresponding performance parameter of the equipment offered.

I hereby commit to comply with all the above Technical Specifications.

 Name of Company/Bidder

 Signature over Printed Name of Bidder
 or Representative

 Date

FINANCIAL PROPOSAL SUBMISSION SHEET

Date: _____

The Chairperson
Bids and Awards Committee
Municipality of Guagua

Sir/Madame,

After having carefully read and accepted the terms and conditions in your Request for Quotation hereunder is our quotation for the project, Procurement of meals and snacks to be served during the Training on Incident Command System Level II (ICS 2) (SVP 11-24).

Description	Quantity	No. of Days	Unit Price	Amount
MEALS (Breakfast, Lunch, Snacks)	51 pax	5 days		
<i>Inclusions:</i>				
Day 1				
- Breakfast– Fried Egg, Corned Beef, Hotdog, Garlic Fried Rice, Coffee				
- Lunch – Pork Barbeque, Chicken Caldereta, Fried Shanghai, Banana, Rice, and Juice				
- A.M. Snacks – Pancit Bihon/Canton Guisado and Bread, Iced Tea				
- P.M. Snacks – Ham/Cheese Sandwich and Juice				
Day 2				
- Breakfast – Scrambled Egg, Pork Tapa, Sausage, Fried Rice, Coffee				
- Lunch – Pork Sisig, Breaded Fish Fillet, Stirfry Vegetable Rice, and Fruit Cocktail				
- A.M. Snacks - Spaghetti with Bread and Juice				
- P.M. Snacks – Hamburger and Bottled water				
Day 3				
- Breakfast – Fried Egg, Longganisa, Paksiw, Rice, and Coffee				
- Lunch – Pork Asado, Chicken Pastel, Okoy, Rice, and Saging				
- A.M. Snacks – Chicken Sopas with Sandwich, and Juice				
- P.M. Snacks – Chicken Empanada, and Juice				

Day 4 - Breakfast – Fried Egg, Fried Bangus, Chow Rice, and Coffee - Lunch – Pork Putchero, Lumpiang Hubad, Chicken Roll Rice, and Saging - A.M. Snacks – Sotanghon with Bread, and Juice - P.M. Snacks – Tuna Sandwich and Juice Day 5 - Breakfast – Omelet, Shanghai, Rice, and Coffee - Lunch – Sweet and Sour Fish, Fried Chicken, Rice, and Saging - A.M. Snacks – Baked Mac and Bread with Juice - P.M. Snacks – Chicken Sandwich and Juice				
MEALS (Dinner for the Instructors/ Drivers)	6 pax	4 days		
<i>Inclusions:</i> - 1 dish, appetizer, dessert, softdrinks, water				
Grand Total:				

Very truly yours,

Name of Company

Name/Signature of Representative

Contact Number

Date