



# REQUEST FOR QUOTATION (RFQ) No. 639-2024

## Procurement Unit

The Tarlac State University (TSU), through its Bids and Awards Committee (BAC) and Procurement Unit, will undertake an **Alternative Method of Procurement through Negotiated Procurement** for the items stated below, in accordance with **Section 53.9 Small Value Procurement** of the Revised Implementing Rules and Regulations of Republic Act. No. 9184.

The TSU hereinafter referred to as "the Buyer", now requests submission of a price quotation for the subject below:

Purchase Request No.	DESCRIPTION/PARTICULARS	APPROVED BUDGET FOR THE CONTRACT (ABC) inclusive of VAT
2024-315 (QUALITY ASSURANCE)	LABOR AND MATERIALS: CATERING SERVICES	238,500.00
Purpose: for AACUP Program Accreditation Survey Visit for 2024. (Sept. 25-27, 2024), (October 23-25, 2024), (Nov. 6-8, 2024).		

Philgeps Posting: Active Date: 8/14/24 Closing Date: 8/20/24 Category: CATERING SERVICES Reference No.: 11148291

Interested suppliers are required to submit the following documents:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Valid and Current Mayor's / Business Permit | <input type="checkbox"/> Latest Income / Business Tax Return |
| <input checked="" type="checkbox"/> Proof of PhilGeps Registration              | <input checked="" type="checkbox"/> Omnibus Sworn Statement  |
|   | <input type="checkbox"/> Brochure, if applicable             |

TSU Condition of Sale:

1. Delivery Schedule: 9 calendar days from receipt of approved PO/NTP
2. Bid Validity: 120 calendar days from submission of bids
3. Delivery Site: Supply and Property Management Unit, Tarlac State University  
(045) 606-8159 / (045) 982-2605
4. Warranty shall be for a period minimum of three (3) months of expendable supplies, or a supplies/equipment after acceptance by the procuring entity of the delivered

Award of contract shall be made to the bidder with the lowest quotation for the subject goods which comply with the minimum technical specifications and other terms and conditions stated herein.

Any alteration, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.

Submission of duly signed Price Quotation Form (Attachment 1-2) and eligibility documents is not later than 8/20/24 at the Procurement Unit, Admin Building Tarlac State University, Tarlac City.

Open submission may be done manually or through email at [tsucanvassing@gmail.com](mailto:tsucanvassing@gmail.com)

The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the underperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten (10%) percent of the contract price, the procuring entity shall rescind the contract without prejudice to other courses of action and remedies open to it.

The TSU reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of R.A 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

  
**ELENA MAY T. TEOFILO**  
 Head, Procurement Unit

**PRICE QUOTATION**

Date: 8/13/2024  
 RFQ No. 639-2024  
 PR No. 2024-315 (QUALITY ASSURANCE)

The Bids and Awards Committee  
 c/o Procurement Unit  
 TSU, Tarlac City  
 (045) 982 -4630 / (045) 606 -8157

Sir / Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price quotation for the item/s identified below:

ITEM NO.	UNIT	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
1	lot	<b>LABOR AND MATERIALS: CATERING SERVICES</b>	1		
		Catering for AACCU Program Accreditation Survey Visit for 2024. (September 25-27, 2024), (October 23-25, 2024), (November 6-8, 2024).			
		<b>MENU</b> <b>September 25, 2024</b> 90 packs AM Snacks (Goto and Puto with Coffee) 90 packs LUNCH (Rice, Pork, Veggie, Dessert with soda) 90 packs PM Snacks (Pansit and 1 stick BBQ with soda) <b>September 26, 2024</b> 90 packs AM Snacks (Lomi and Pandesal with Coffee) 90 packs LUNCH (Rice, Chicken, Veggie, Dessert with soda) 90 packs PM Snacks (Fresh Lumpia with soda) <b>September 27, 2024</b> 90 packs AM Snacks (Sampelot with Bottled water) 90 packs LUNCH (Rice, Fish, Veggie, Dessert with soda) 90 packs PM Snacks (Lasagna with soda)			

Warranty : \_\_\_\_\_

The above-quoted price is inclusive of all costs and applicable taxes

Very truly yours,

**AUTHORIZED REPRESENTATIVE:**

Signature : \_\_\_\_\_  
 Printed Name : \_\_\_\_\_  
 Date : \_\_\_\_\_  
 Company Name Registered : \_\_\_\_\_  
 E-mail Address : \_\_\_\_\_  
 Contact no. : \_\_\_\_\_  
**BANK DETAILS:**  
 Bank Name : \_\_\_\_\_  
 Bank Address : \_\_\_\_\_  
 Bank Account Name : \_\_\_\_\_  
 Bank Account Number : \_\_\_\_\_

**PRICE QUOTATION**

Date: 8/13/2024  
 RFQ No. 639-2024  
 PR No. 2024-315 (QUALITY ASSURANCE)

The Bids and Awards Committee  
 c/o Procurement Unit  
 TSU, Tarlac City  
 (045) 982 -4630 / (045) 606 -8157

Sir / Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price quotation for the item/s identified below:

ITEM NO.	UNIT	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
		<b>October 23, 2024</b> 75 packs AM Snacks (Palabok and Kutsinta with Coffee) 75 packs LUNCH (Rice, Chicken, Veggie, Dessert with soda) 75 packs PM Snacks (Spaghetti and toasted bread with soda) <b>October 24, 2024</b> 75 packs AM Snacks (Arrozcaldo and Pandesal with Coffee) 75 packs LUNCH (Rice, Fish, Veggie, Dessert with soda) 75 packs PM Snacks (Pansit malabon with soda) <b>October 25, 2024</b> 75 packs AM Snacks (Lelo't Mais with Bottled water) 75 packs LUNCH (Rice, Pork, Veggie, Dessert with soda) 75 packs PM Snacks (Banana and Camote Que with soda) <b>November 6, 2024</b> 100 packs AM Snacks (Sotanghon soup with Coffee) 100 packs LUNCH (Rice, Pork, Veggie, Dessert with soda) 100 packs PM Snacks (Club house with soda) <b>November 7, 2024</b> 100 packs AM Snacks (Lomi and Pandesal with Coffee) 100 packs LUNCH (Rice, Chicken, Veggie, Dessert with soda) 100 packs PM Snacks (Pansit and sandwich with soda) <b>November 8, 2024</b> 100 packs AM Snacks (Sampelot with Bottled water) 100 packs LUNCH (Rice, Fish, Veggie, Dessert with soda) 100 packs PM Snacks (Fresh Lumpia with soda)			

Warranty : \_\_\_\_\_

The above-quoted price is inclusive of all costs and applicable taxes

Very truly yours,

**AUTHORIZED REPRESENTATIVE:**

Signature : \_\_\_\_\_  
 Printed Name : \_\_\_\_\_  
 Date : \_\_\_\_\_  
 Company Name Registered : \_\_\_\_\_  
 E-mail Address : \_\_\_\_\_  
 Contact no. : \_\_\_\_\_

**BANK DETAILS:**

Bank Name : \_\_\_\_\_  
 Bank Address : \_\_\_\_\_  
 Bank Account Name : \_\_\_\_\_  
 Bank Account Number : \_\_\_\_\_



**PhilGEPS**

Philippine Government Electronic Procurement

Central Portal for  
Philippine Government  
Procurement Opportunities

## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 11148291  
**Procuring Entity** TARLAC STATE UNIVERSITY  
**Title** Labor and Materials: Catering Services  
**Area of Delivery** Tarlac

<b>Solicitation Number:</b> 639-2024	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations	<b>Associated Components</b>	3
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b> Goods	<b>Document Request List</b>	0
<b>Category:</b> Catering Services	<b>Date Published</b>	14/08/2024
<b>Approved Budget for the Contract:</b> PHP 238,500.00	<b>Last Updated / Time</b>	13/08/2024 13:46 PM
<b>Delivery Period:</b> 9 Day/s	<b>Closing Date / Time</b>	20/08/2024 13:00 PM
<b>Client Agency:</b>		
<b>Contact Person:</b> Tutchie Panlilio Clerk TSU, Romulo Blvd. San Vicente, Tarlac City, Philip Tarlac City Philippines 2300 63-045-6068142  tsucanvassing@gmail.com		

**Description**

for AACCU Program Accreditation Survey Visit 2024

**Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Catering	for AACCU Program Accreditation Survey Visit for 2024. (September 25-27, 2024), (October 23-25,2024), (November 6-8, 2024). Please see the attached Menu	1	Lot	238,500.00

**Other Information**

The bidders must download the attached documents in the associated component section.

**Created by** Tutchie Panlilio  
**Date Created** 13/08/2024

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.