



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 12134594  
**Procuring Entity** BASES CONVERSION AND DEVELOPMENT AUTHORITY - MAIN  
**Title** Procurement of Catering Service for the Strategy Review and Midterm Assessment with the BCDA Board of Directors under PR0001410  
**Area of Delivery** Benguet

<b>Solicitation Number:</b>	BG2024-070-1695	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	2
<b>Classification:</b>	Goods		
<b>Category:</b>	Catering Services	<b>Bid Supplements</b>	0
<b>Approved Budget for the Contract:</b>	PHP 200,000.00		
<b>Delivery Period:</b>	1 Day/s	<b>Document Request List</b>	0
<b>Client Agency:</b>			
<b>Contact Person:</b>	Stefany A Mateo Sr. Administrative Assistant BCDA Corporate Center 2nd Floor, Bonifacio Technology Center, 31st St., 2nd Ave. Bonifacio Global City Taguig City Metro Manila Philippines 1634 63-2-5751782 63-2-5751785 samateo@bcda.gov.ph	<b>Date Published</b>	17/06/2025
		<b>Last Updated / Time</b>	16/06/2025 16:48 PM
		<b>Closing Date / Time</b>	20/06/2025 09:00 AM

#### Description

Procurement of Catering Service

1 LOT CATERING SERVICES-REPRESENTATION

#### Requirements:

Buffet Set-up, Dinner for 55 PAX

Date: 23 June 2025

Time: 6:00 PM to 10:00 PM

Venue: Baguio

(Approved Budget for the Contract PHP200,000.00)

Documentary Requirements upon submission of quotation:

- 1) Valid Mayor's/Business Permit
- 2) PhilGEPS Registration No.
- 3) BIR Certificate of Registration (BIR Form 2303)
- 4) Omnibus Sworn Statement and Proof of Authorization

(Upon notification of Notice of Award-winning bidder must submit within 5 working days the duly NOTARIZED OSS and Proof of Authorization, e.g., Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)

\*\*\*

**BCDA Bulletin Board  
Posting Date**

**From :** 17 June 2025  
**To :** 20 June 2025  
**By :** S. Mateo

**Other Information**

Please email the quotation together with your PhilGEPS Registration, BIR Registration, Mayor's Permit, and Omnibus Sworn Statement to [samateo@bcda.gov.ph](mailto:samateo@bcda.gov.ph) or submit it to BCDA Reception Area, 2/F Bonifacio Technology Center, 31st St. corner 2nd Ave. Bonifacio Global City, Taguig City.

Bids should be inclusive of all applicable taxes and any other fees.

Bids over the approved budget for the contract shall be automatically disqualified.

The contract shall be awarded to the supplier with the Lowest Calculated and Responsive Quotation during the evaluation procedure.

(You may use the attached Pro-forma RFQ-Request for Quotation and Omnibus Sworn Statement found in Associated Components)

BCDA reserves the right to accept and reject any or all of the quotations received formally, waive minor defects in forms and requirements, or to accept quotations/s as may be considered most advantageous to the government or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.

**TERMS AND CONDITIONS:**

Payment: Thirty (30) working days

Delivery: \_\_\_\_\_ calendar days (please specify)

Validity of price: One (1) month

Look for Ms. Stefany Mateo for inquiries email at [samateo@bcda.gov.ph](mailto:samateo@bcda.gov.ph).

**Created by** Stefany A Mateo

**Date Created** 16/06/2025

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.