



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 12361516  
**Procuring Entity** BASES CONVERSION AND DEVELOPMENT AUTHORITY - MAIN  
**Title** Procurement of Catering Services for the Finance and Investment Committee Meeting under PR0001593  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	BG2025-114-1752	<b>Status</b>	<b>Awarded</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 - General Support Services	<b>Bid Supplements</b>	1
<b>Category:</b>	Catering Services	<b>Document Request List</b>	3
<b>Approved Budget for the Contract:</b>	PHP 185,000.00		
<b>Delivery Period:</b>	2 Day/s		
<b>Client Agency:</b>			
<b>Contact Person:</b>	Monica Lorraine R Viernes Administrative Officer V BCDA Corporate Center 2nd Floor, Bonifacio Technology Center, 31st St., Crescent Park West, Taguig City Metro Manila Philippines 1634 63-2-85751784  mrviernes@bcda.gov.ph	<b>Date Published</b>	03/09/2025
		<b>Last Updated / Time</b>	17/09/2025 08:38 AM
		<b>Closing Date / Time</b>	08/09/2025 12:00 PM

#### Description

Date: September 3, 2025  
PR #: 0001593

Please quote your lowest price(s) using this form, or your letterhead. Also, take note of the following details:

- 1) Quotation/s shall be addressed to the Head of Procurement Division. Please indicate Solicitation or Reference No.
- 2) Send the said quotation/s to BCDA or fax the same at no. 8575-1785 not later than September 8, 2025.
- 3) Quotation/s submitted after the set deadline indicated in item no. 2 shall not be accepted/considered.
- 4) The quotation/proposal shall be properly signed by the authorized representative and/or

BCDA reserves the right to accept or reject any or all of the quotations, or waive formally therein, or to accept quotation/s as may be considered most advantageous to the gov't., or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.

CATERING SERVICES FOR THE FINANCE AND INVESTMENT COMMITTEE MEETING  
DATE: SEPTEMBER 8-9, 2025

VENUE: BCDA BOARD ROOM, BONIFACIO TECHNOLOGY CENTER, BGC, TAGUIG CITY

**REQUIREMENTS:**

SEPTEMBER 8, 2025 (MONDAY)

AM SNACKS (50 PAX) - 10:00 AM

SANDWICH OR ASSORTED KAKANIN OR PASTA OR PANSIT NOODLE OF CONGEE OR NOODLE SOUP

LUNCH (65 PAX) - 11:30 AM

SOUP

SALAD

BEEF OR PORK, CHICKEN, SEAFOOD OR FISH

VEGETABLES

DESSERT (FRUITS AND PASTRIES OR KAKANIN)

OVERFLOWING COFFEE AND TEA

SODA (ORIGINAL AND ZERO)

SEPTEMBER 9, 2025 (TUESDAY)

AM SNACKS (55 PAX) - 10:00 AM

SANDWICH OR ASSORTED KAKANIN OR PASTA OR PANSIT NOODLE OF CONGEE OR NOODLE SOUP

LUNCH (70 PAX) - 11:30 AM

SOUP

SALAD

BEEF OR PORK, CHICKEN, SEAFOOD OR FISH

VEGETABLES

DESSERT (FRUITS AND PASTRIES OR KAKANIN)

OVERFLOWING COFFEE AND TEA

SODA (ORIGINAL AND ZERO)

APPROVED BUDGET FOR THE CONTRACT: PHP 185,000.00

Bidders/Suppliers are required to submit the following Documentary Requirements upon submission of quotation:

- 1) Valid Mayor's Permit
- 2) PhilGEPS Registration No.
- 3) Notarized Omnibus Sworn Statement
- 4) Income/Business Tax Return if the ABC is above 500k

**NOTE:**

Unnotarized Omnibus Sworn Statement (OSS) is acceptable upon submission of quotation. However, the winning bidder/supplier must submit the notarized Omnibus Sworn Statement (OSS) within 5 working days upon notification of Notice of Award. Noncompliance on the timely submission of OSS is a ground for disqualification.

**Terms and conditions:**

Price: Inclusive of all applicable taxes

Payment: 30 days

Delivery: 2 DAYS (SEPTEMBER 8-9, 2025)

Validity of price: 1 month

WARRANTY: N/A

**Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Catering Services	For the Finance and Investment Committee Meeting	1	Lot	185,000.00

**Other Information**

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

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 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: 2 DAYS (SEPTMBER 8-9, 2025)  
Validity of price: One (1) month

Look for Ms. Monica Lorraine Viernes at tel. no. 575-1784/1700 or 09273972641

**Created by** Monica Lorraine R Viernes

**Date Created** 02/09/2025

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