



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 12450639
Procuring Entity BASES CONVERSION AND DEVELOPMENT AUTHORITY - MAIN
Title Procurement of Catering Services for the Negotiation Skills for Leaders on October 13-14, 2025 under PR0001681
Area of Delivery Metro Manila

Solicitation Number:	BG2025-004-1776	Status	Awarded
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification:	Goods - General Support Services	Bid Supplements	0
Category:	Catering Services	Document Request List	3
Approved Budget for the Contract:	PHP 84,000.00	Date Published	03/10/2025
Delivery Period:	2 Day/s	Last Updated / Time	22/10/2025 15:10 PM
Client Agency:		Closing Date / Time	07/10/2025 17:00 PM
Contact Person:	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		

Description

Date: October 3, 2025
PR #: 0001681

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 October 7, 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 NEGOTIATION SKILLS FOR LEADERS

DATE: OCTOBER 13-14, 2025

VENUE: BCDA BOARDROOM, BONIFACIO TECHNOLOGY CENTER, BGC, TAGUIG CITY

NO OF GUESTS: 35 PAX/DAY

TOTAL PAX: 70 PAX FOR 2 DAYS

REQUIREMENTS:

COMPLETE BUFFET SETUP

BREAKFAST

AM SNACKS

LUNCH

PM SNACKS

OVERFLOWING COFFEE AND TEA

FLAVORED BEVERAGE

APPROVED BUDGET FOR THE CONTRACT: PHP 84,000.00

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 (October 13-14, 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 Negotiation Skills for Leaders	1	Lot	84,000.00

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

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 (October 13-14, 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 02/10/2025

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.

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