



Republic of the Philippines  
Office of the Solicitor General  
**Request for Quotation**

To: \_\_\_\_\_  
Tel. No.: \_\_\_\_\_  
Fax No.: \_\_\_\_\_  
Attention: \_\_\_\_\_

Date: May 24, 2024  
Quotation #: PS 024-05-097  
ABC: \_\_\_\_\_

Sir/Madam:

Please quote your lowest price on the items/s listed below, stating the shortest time of delivery and submit this from duly signed by your representative.

**RODRIGO L. OJENAL**  
SAO, Administrative Division

To be filled-out by Supplier:

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	BRAND	UNIT PRICE	TOTAL PRICE
	<p><b>Procurement of Food and Beverages (Packed Meals) for the "Closing Ceremony of OSG Sportsfest 2024" , inclusive of taxes, services, delivery, and other charges:</b></p> <p>Event Title: "OSG 2024 Sportsfest Closing Ceremony" Event Date: June 28, 2024; 07:00am to 04:00pm</p> <p>Delivery Address: Participants: Ninoy Aquino Stadium, Rizal Memorial Sports Complex P. Ocampo St., Malate, Manila</p> <p>Skeleton Workforce: OSG Main Building 134 Amorsolo St. Legaspi Village, Makati City</p>					
1	<p><b>MORNING SNACKS</b> Delivery Time: 07:00a.m. Quantity: 1,055 sets (965 sets for Participants; 90 sets for Skeleton Workforce) Minimum Inclusion: Bread with Tuna or Chicken Filling Noodles, Soup or Porridge At least one variant of dessert (fruits or pastry) Bottled Juice and Bottled Water (Chilled)</p>	1	lot			
2	<p><b>LUNCH</b> Delivery Time: 10:30a.m. Quantity: 1,005 sets (915 sets for Participants; 90 sets for Skeleton Workforce) Minimum Inclusion: At least one viand of chicken or fish based dish At least one serving of oil based pasta Steamed Rice At least one variant of dessert (fruits or pastry) Beverage: Chilled Soda or Juice</p>	1	lot			
3	<p><b>PM SNACKS</b> Delivery Time: 01:00p.m. Quantity: 1,055 sets (965 sets for Participants; 90 sets for Skeleton Workforce) Minimum Inclusion: At least one serving of tuna, chicken or beef wrap (e.g. shawarma or pizza wrap) At least one variant of dessert (fruits or pastry) Beverage: Bottled/canned soda or juice (chilled)</p>	1	lot			
	<p><b>GENERAL REQUIREMENTS:</b> No pork/blood based ingredients to be used in all dishes due to dietary restriction of religion</p> <p><b>Packaging</b> Individually packed with utensils and tissue No single use plastics should be used including straw (except disposable utensils) and preferably recyclable food containers</p>					

ITEM NO:	ITEM & DESCRIPTION	QTY	UNIT	BRAND	UNIT PRICE	TOTAL PRICE
	<p>Quality:            Delicious; Meals are prepared in proper, hygienic and safe place; Big Servings; Spill-free; Freshly made (not spoiled); Delivered at specified time;            Drinks are chilled and ready to served; Supplier must provide plastics or paper bags for packaging of food per team during distribution.            Supplier should warrant the agency that in case of spoilage and not good quality meals, they will replace and provide the same immediately.</p> <p>Note: Supplier should provide at least 2 sample set for taste test and technical (esp. quality) evaluation of authorized representative of the agency on June 14, 2024. Sample set should be identical to the proposed menu set upon delivery if awarded. The stated quantity might differ upon actual delivery/PO. Supplier must provide option for rescheduling, and/or modification due to possible change in quarantine levels or agency announcement. Further, supplier must conform to any changes with the delivery address upon actual contract implementation.</p> <p style="text-align: center;">(Price Vat-Included)</p>					

Delivery Period: \_\_\_\_\_  
 Warranty: \_\_\_\_\_  
 Price Validity: \_\_\_\_\_


\_\_\_\_\_  
 SIGNATURE OF AUTHORIZED REPRESENTATIVE

**Note:**

1. Please quote within \_\_\_ days from the date of RFQ.
2. Bidders must submit current and valid documentary legal requirements upon sending the filled out quotation
  - a.  Mayor's / Business Permit;
  - b.  PhilGEPS Registration Number: \_\_\_\_\_ Membership:  Platinum  Red
  - c.  Income / Business Tax Return (for Small Value Procurement, with ABC above Php500,000.00);
  - d.  Notarized Omnibus Sworn Statement is required (with ABC of Php50,000.00 and above);
  - e.  Bidders who have previously submitted the above legal requirements may no longer require its re-submission.

Sir,

I hereby certify under oath that I have personally conducted this canvass, which the price/s quoted are true and correct, and the signature of representative of the company submitting the quotation is genuine.

  
 JOSEPHINE C. ALCASAREN / SONNY S. BERMUDEZ / ANGELITO E. FRIAS  
 SIGNATURE OF CANVASSER

*For more information, you may contact us:*

Telephone: 8836-3314  
 Telefax: 8813-1174

*Please send your quotation to:*

[esgcsppprocurement@gmail.com](mailto:esgcsppprocurement@gmail.com)