



Republic of the Philippines  
Department of Health  
**DAVAO REGIONAL MEDICAL CENTER**  
Apokon, Tagum City  
Tel/Fax No.: (084) 216-9129



**BIDS AND AWARDS COMMITTEE**

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**REQUEST FOR QUOTATION**

**PROCUREMENT OF FOOD & VENUE**

**RFQ NO. 2017-12-363 (R-728)**

1. The Davao Regional Medical Center, hereinafter referred to as "the Purchaser", has a requirement for the Procurement of Food & Venue.
2. Procurement procedures will be conducted in accordance with the Revised Implementing Rules and Regulations of Republic Act 9184 (R.A. 9184).
3. A complete set of bidding documents may be purchased by interested bidders on **January 8-11, 2018** from the address below and upon payment of a non-refundable fee for the bidding documents in the amount of 500.00.
4. Quotations must be delivered at the PROCUREMENT SECTION/ BAC SECRETARIAT, Davao Regional Medical Center, Apokon, Tagum City on or before **January 11, 2018 2:00PM.**
5. Your price quotation must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid if the contract is awarded.
6. Price Schedule must be quoted in words as well as in figures, **computerized/typewritten** with no missing pages and **must be placed in a sealed envelope marked (RFQ: 17-12-363).** All pages comprising the Documents must be duly signed for authenticity. Failure to comply is a ground for disqualification.
7. Bids shall be valid for ninety (90) days from the Opening of Bids.
8. The delivery of goods is specified in the **Technical Specifications.**
9. **DELIVERY SITE: Material Management Section, Davao Regional Medical Center, Apokon, Tagum City.**
10. The applicable rate for late deliveries is one tenth (1/10) of the one (1) percent of the cost of the unperformed portion for every day of delay.  
  
The maximum deduction shall be ten (10) percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten (10) percent (10%) of the amount of the contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it.
11. The DRMC reserves the right to accept or reject any quotation, and to annul the bidding process and reject all quotations at any time prior to Contract Award, without thereby incurring any liability to the affected bidder or bidders and to waive any minor defects or infirmities therein and to accept such quotation as may be considered advantageous to the government.
12. Bidders are entitled to one (1) bid only, otherwise all bids made shall automatically be rejected.
13. **The prospective bidder shall submit Certified True Copy of the following requirements in one envelope.**
  - a. **Price Schedule**
  - b. **Technical Specifications**
  - c. **Mayor's/Business Permit**
  - d. **PhilGEPS Registration Number**
  - e. **Income/Business Tax Return**

**(SGD)RHODORA M. BOISER, MPA**  
Chairperson, Bids and Awards Committee



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**PhilGEPS Reference Number:**

**For Goods Offered From Within the Philippines - Price Schedule**

Name of Bidder: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_

IB No. 17-12-363  
PR No.17-12-499  
Resolution No: 12-728 (Negotiated Procurement - Lease of Real Property & Venue )

Date: 12-22-17  
Date: 12-14-17

**Date of Opening: January 11, 2018 2:00PM BAC Office**

Item No.	Description	QTY.	Unit	Approved Budget for the Contract (ABC)/unit	Approved Budget for the Contract (ABC)/Item	Unit Price (amount in figures and words)	Total
1	<b>Food &amp; Venue</b>	1	lot	<b>Lot Price</b>	<b>26,600.00</b>		
	-Function Hall Uage						
	- Inclusive of Energy Fee						
	- good for 70 pax						
	<b>Note: (Inclusions)</b>						
	Venue:						
	1. must be well air-conditioned						
	2. can accommodate up to 100 pax						
	3. must be convenient and cozy						
	Menu: (Meals)						
	1. Callos						
	2. Lingua Estofada						
	3. Crabs in Sweet & Spicy						
	4. Shrimp Rebusado						
	5. Rice, 7 Tonner						
	6. Fresh Fruits - Mango						
	7. Crab and Corn Soup						
	8. Softdrinks						
	9. Fruited Macaroni Salad						
	Menu: (Snacks)						
	1. Spaghetti with Ground Beef, with 2 pcs. Sliced bread						
	2. Bottle Softdrinks or Canned Juice						
	Physical Set-Up:						
	1. must be installed a day before the activity						
	2. with backdrop						
	3. round tables, chairs with cover & ribbons						
	4. with centerpiece						
	5. Motif: Blue						
	Note:						
	Delivery Date as per scheduled by the end-user						
	x-x-x-x-x-x-x						
	Purpose: For the Use of PHD during the Community Outreach & Awareness Drive on Tuberculosis (TB)						
	<b>Approved Budget for the Contract: PhP</b>				<b>26,600.00</b>		



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**TECHNICAL SPECIFICATIONS**

Item No.	Purchaser's Specifications	Quantity		Supplier's Specification
<b>1</b>	<b>Food &amp; Venue</b>	<b>1</b>		
	-Function Hall Uage			
	- Inclusive of Energy Fee			
	- good for 70 pax			
	<b>Note: (Inclusions)</b>			
	Venue:			
	1. must be well air-conditioned			
	2. can accommodate up to 100 pax			
	3. must be convenient and cozy			
	Menu: (Meals)			
	1. Callos			
	2. Lingua Estofada			
	3. Crabs in Sweet & Spicy			
	4. Shrimp Rebusado			
	5. Rice, 7 Tonner			
	6. Fresh Fruits - Mango			
	7. Crab and Corn Soup			
	8. Softdrinks			
	9. Fruited Macaroni Salad			
	Menu: (Snacks)			
	1. Spaghetti with Ground Beef, with 2 pcs. Sliced bread			
	2. Bottle Softdrinks or Canned Juice			
	Physical Set-Up:			
	1. must be installed a day before the activity			
	2. with backdrop			
	3. round tables, chairs with cover & ribbons			
	4. with centerpiece			
	5. Motif: Blue			
	Note:			
	Delivery Date as per scheduled by the end-user			

NAME OF COMPANY

ADDRESS

SIGNATURE OVER PRINTED NAME  
(Duly authorized to sign the Bid)

TELEPHONE/FAX NO.