

Department of Budget and Management
GOVERNMENT PROCUREMENT POLICY BOARD
TECHNICAL SUPPORT OFFICE

REQUEST FOR QUOTATION

Date: **6 March 2013**

RFQ No.: **07-2013**

Name of Company: THE MANILA CATERING SERVICES
 Address: # 47 EXAMINER STREET, WEST TRIANGLE C.C.
 Name of Store/Shop: _____
 Address: _____
 Business Permit No.: 3RC 0000 386793
 TIN: 133-730-251-000

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than **15 March 2013**, at exactly 8:00 AM.

A copy of your business permit is also required to be submitted along with your quotation/proposal.

Open quotations may be submitted manually, through facsimile, or by email at the address and contact numbers indicated below.

For any clarification, you may contact **Ms. Maria Lora T. Alvarez** at telephone nos. (02) 706-1306 and (02) 900-6741 to 44 or email address at training@gppb.gov.ph.

William G. Ragamat
 Procurement Officer

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

ITEM DESCRIPTION	Quantity (QTY)	Approved Budget for the Contract	OFFER					REMARKS
			PRICE			COMPLIANCE WITH Technical Specifications (please check)		
			QTY	Unit Price	Total Price	Yes	No	
Procurement of Meals (Lunch and AM/PM Snacks) for the In House Training on RA 9184 for the Private Sector Technical Specifications: 1. Date and Time of delivery: i. 21-22 March 2013 ii. 4-5 April 2013 iii. 11-12 April 2013 iv. Time: AM Snacks - 11:00 AM Lunch - 11:30 AM	40 to 100 for March 21-22 40 to 100 for April 4-5 40 to 50 for April 11-12	156,000.00					<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

PM Snacks - 3:3) PM					<input checked="" type="checkbox"/>	[]
2. Meals consist of the following:						
i. AM Snacks for two (2) days					<input checked="" type="checkbox"/>	[]
ii. PM snacks for two (2) days					<input checked="" type="checkbox"/>	[]
iii. Buffet Lunch for two (2) days					<input checked="" type="checkbox"/>	[]
iv. Main course (at least 1 Variant of Meat or Fish and 1 Variant of Vegetables)					<input checked="" type="checkbox"/>	[]
v. Rice					<input checked="" type="checkbox"/>	[]
vi. Dessert					<input checked="" type="checkbox"/>	[]
vii. Beverage					<input checked="" type="checkbox"/>	[]

MIRACKE / MAFALD
 Signature over Printed Name

355-5755 loc 123
 Office Telephone No.

355-5755 loc 124
 Fa./Mobile No.

khalmanab@gmail.com
 Email address/es

Computation:

NO. OF DAYS OF TRAINING	NO. OF PARTICIPANTS	LUNCH	SNACKS	TOTAL AMOUNT
		300 Php/pax @ 150 Php per day	300 Php/pax @75 Php per snack *2 snacks a day	
2	260 ✓	78,000.00	78,000.00	156,000.00



AM SNACKS

SANDWICH

(Choose 1)

Tuna Sandwich; Kani Sandwich; Chicken Sandwich; Egg Cucumber Sandwich;
Adobo Peach Poccacia Bread; Stuffed Pork Giniling Pandesal; Adobo Pandesal

Coffee and Tea

Purified Water

LUNCH BUFFET MENU

PORK

(Choose 1)

Grilled Hawaiian Pork Steak; Pot Roast with Mushroom Gravy Sauce; Roast Pork Loin de Manille
Pork Steak with Onion Rings

CHICKEN

(Choose 1)

Baked Garlic Chicken; Roast Chicken Honey; Chicken Galantina; Chicken Relleno; Parmesan Chicken

OR

FISH

(Choose 1)

Blackened Dory with Lime Sauce; Baked Cod Cream; Fish Roll with Sweet & Sour Sauce;
Baked Fish with Tomatoes & Mushroom

VEGETABLES

(Choose 1)

Eggplant Casserole; Buttered Vegetables; Vegetable Medley; Lumplang Hubad; Fried Lumplang Gulay;
Fresh Lumplang Ubod

DESSERT

(Choose 1)

Leche Flan Bar; Sinful Chocolate Bars; Sylvana Balls

Steamed Rice

Iced Tea

PM SNACKS

47 Examiner Street, West Triangle Quezon City

355-5755 / 0915-3235723

www.manilacatering.com.ph



PANCIT / PASTA
(Choose 1)
Pancit Palabok
Pancit Canton
Pansit Bihon Gulsado
Spaghetti Filipino

DESSERT
(Choose 1)
Puto at Kuchinta; Cassava Cake; Assorted Kakanin; Palitaw

Coffee and Tea
Purified Water

AMENITIES:

- Complete buffet set-up with centerpiece
- Guest table set-up with centerpiece
- Service waiters and staff
- Complete catering equipments & fine linens

Menu proposal includes the following:

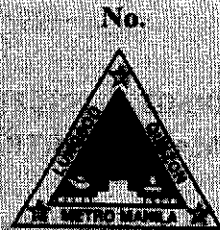
AM SNACKS - 1 KIND OF SANDWICH, COFFEE, TEA AND WATER

LUNCH BUFFET - 1 PORK, 1 CHICKEN OR FISH, 1 VEGETABLES, RICE, 1 DESSERT AND ICED TEA

PM SNACKS - 1 PANCIT, 1 SIDE DESSERT, COFFEE, TEA AND WATER



REPUBLIC OF THE PHILIPPINES
QUEZON CITY, METROPOLITAN MANILA
OFFICE OF THE MAYOR
BUSINESS PERMITS & LICENSE OFFICE
 Telephone No.: 444-7272 Loc. 8173



BUSINESS PERMIT NO. 97-038664

DATE ISSUED **JANUARY 21, 2012**

No. **RENEWAL**

This certifies that **BARON, MIGUELITA S.**
 with registered trade name as **THE MANILA CATERING SERVICES**
 as represented by
 with business address at **23 FR. MARTINEZ, OBRERO, DAQC**

Nationality **90% FL**

has been granted a **BUSINESS PERMIT** to operate the following business as under ordinance No. SP-91, S-93, otherwise known as the 1993 Quezon City Revenue Code, and the ordinance/s indicated at the back hereof, subject to such other pertinent ordinances, laws and related administrative implementary regulations.

VALID UNTIL	DECEMBER 31, 2012	APPLICATION NO. : 349436												
KIND OF BUSINESS		REMARKS												
CONTRACTOR CREAM FOOD CATERING SERVICES OTHER BUSINESSES WITH FIX RATES D6004-FREEZER D6003-REFRIGERATING CASE D7004-DELIVERY TRUCK / VAN NOTHING FOLLOWS		(MORE (1) DEL VAN, ONE (1) REF. CASE & ONE (1) FREEZER OF 17 CU. M. COND. #1 STATED AT THE BACK. SUBMIT PSIC/C SP WITHIN 30-DAYS FROM DATE OF ISSUANCE. NON-COMPLIANCE REVOKES THIS PERMIT.												
		<table border="1"> <thead> <tr> <th>Compliance</th> <th>Date</th> <th>Noted By</th> </tr> </thead> <tbody> <tr> <td>LC</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>PSIC</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>SP</td> <td>_____</td> <td>_____</td> </tr> </tbody> </table>	Compliance	Date	Noted By	LC	_____	_____	PSIC	_____	_____	SP	_____	_____
Compliance	Date	Noted By												
LC	_____	_____												
PSIC	_____	_____												
SP	_____	_____												
		Gross Receipts Year 11: P25,020,812.18												
TOTAL NO. OF EMPLOYEES	41	AREA OF ESTABLISHMENT 100.00 sq. m.												
SSS No.	83-8012488-2	TIN 133-730-251												
SUBJECT TO THE CONDITIONS AT THE BACK HEREOF.														
PERMIT FEE & CITY TAX TO BE PAID ON OR BEFORE:		JANUARY 20, 2013												

For and by the Authority of the City Mayor:

HERBERT M. BAUTISTA

[Signature]
GARRY C. DOMINGO
 Officer in Charge

PARTICULARS OF PAYMENT

Official Receipt No.	018-0001005
Date of Payment	JANUARY 21, 2012
Period Covered	1-4 2012
Permit Fee	130,737.17
City Tax	
Garbage Fee	
Sanitary Fee	
Building Insp. Fee	
Electrical Insp. Fee	
Plumbing Insp. Fee	
Signboard Fee	
Fire Insp. Fee	
Penalty & Interest	
Plate / Sticker	
Issuing Fees	
Transfer	
Adjustment	
Total Amount Paid	130,737.17

IMPORTANT

Failure to renew this Business Permit/License within the prescribed period shall subject the taxpayer to a twenty-five percent (25%) surcharge of the permit fee.
 This permit shall be posted conspicuously at the place where the business is being conducted and shall be presented and/or surrendered to concerned authorities upon demand. Upon closure of business, surrender this permit to the City Treasurer's Office on or before the twentieth (20th) day of the month of the following quarter to avoid penalty.

REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG MANANALAPI
KAWANIHAN NG SENTAS INTERNAS
REVENUE REGION NO. 007
REVENUE DISTRICT NO. 039

BIR Form No. **2303**
Revised July 1997

OCN 3RC0000386797



TIN 133-730-251-000	NAME BARON, MIGUELITA SALAO	REGISTRATION DATE 01/01/1997
-------------------------------	---------------------------------------	--

REGISTERED ADDRESS
#23 FATHER MARTINEZ ST
BGY OBRERO
QUEZON CITY

REGISTERED ACTIVITY(IES)

TAX TYPE	REGISTRATION FEE
INCOME TAX	WITHHOLDING TAX - COMPENSATION
VALUE - ADDED TAX	

TRADE NAME THE MANILA CATERING SERVICES	LINE OF BUSINESS / INDUSTRY 7499 OTHER BUSINESS ACTIVITIES, N.E.C.
---	---

REMINDERS:

- ✓ Renewal of Annual Registration Fee is due on or before **January 31**, using **BIR Form 0605**.
- ✓ Filing of required **Tax Return/s** to conform with the above registered tax types on due dates **whether with or without operation**, to avoid penalties and generation of open cases.
- ✓ **IMMEDIATELY** inform this District Office in case of Transfer / Cessation of business and other concerns by filing **BIR Form 1905** to stop generation of open cases.
- ✓ **WITHIN 30 DAYS** from Registration Date, the following should be accomplished:

Authority to PRINT Invoices / Receipts (BIR Form 1906).
Registration of BOOKS OF ACCOUNTS (BIR Form 1905).

I HEREBY CERTIFY THAT THE ABOVE NAMED PERSON IS REGISTERED AS INDICATED ABOVE, UNDER THE PROVISIONS OF THE NATIONAL INTERNAL REVENUE CODE, AS AMENDED.

CESAR M. CARREON
Asst. Revenue District Officer
CLAVELINA S. NACAR

REVENUE DISTRICT OFFICER (signature over printed name)

DEC 28 2007

THIS CERTIFICATE MUST BE EXHIBITED CONSPICUOUSLY IN THE PLACE OF BUSINESS





Department of Budget and Management
GOVERNMENT PROCUREMENT POLICY BOARD
TECHNICAL SUPPORT OFFICE

NOTICE OF AWARD

21 March 2013

MS. RAQUEL MANALO
MANILA CATERING SERVICES
47 Examiner St., West Triangle
Quezon City


Dear Ms. Manalo:

We are pleased to inform you that your quotation for the **Catering Services for Three (3) Batches of Training Seminars from March to April 2013** in the amount of **One Hundred Thirty Thousand Pesos (PhP130,000.00)** has been determined to be the single responsive quotation.

The Contract shall be approved at the soonest possible time in accordance with the Implementing Rules and Regulations of Republic Act No. 9184.

We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligations under the project.

Very truly yours,



DENNIS S. SANTIAGO
Executive Director

Received By:

(Signature above printed name)

(Date and Time of receipt)

**Kindly fax to sender to acknowledge receipt*

The Manila Catering Services

Banquet Contract

MCS-1562

Name of Company : Government Procurement Policy - Technical Support Office.
 Signatory : Dennis S. Santiago
 (Executive Director III)
 Address : Unit 2506 Raffles Corporate Center, F.Otigas Jr. Rd.
 Pasig City
 Contact No. : 900-6741-44
 Venue : GPPB Multi Purpose Hall, 4th Floor Department
 Budget and Management (New Bldg) Gen. Solano
 Street, San Miguel Manila
 Date of Function : March 20&21, April 4&5, April 11 & 12
 Time of Function : 8:00 AM – 5:00 PM
 No of Pax : (see details below)
 Color Motif : Brown / Blue

Seminar Menu Package

Date	No of Guest	Price	Total
March 20, 2013	50	520 net	26,000
March 21, 2013	55	520 net	28,600
April 04, 2013	40	520 net	20,800
April 05, 2013	40	520 net	20,800
April 11, 2013	50	338 net	16,900
April 12, 2013	50	338 net	16,900

Package Inclusions:

- ☞ Buffet service for the Menu of choice.
- ☞ Buffet table with Skirting.
- ☞ Complete catering equipment and utensils.
- ☞ Assistance of well trained Catering Personnel during the Event.
- ☞ Purified drinking water and ice for the duration of the event.
- ☞ Package is VAT Inclusive

TOTAL AMOUNT DUE

₱ 30,000.00



Terms & Conditions:

1. Terms of Payment. Client is entitled to send bill arrangement. Payment shall be made 30 days upon receipt of SOA
2. Notice of the party cancellation or postponement shall be made at least one (1 week) before the scheduled date; otherwise, the 50% shall be forfeited to cover the committed expenses if the party is not held, except in case of force majeure, labor disputes, strikes or other cause beyond its control.
3. The Client shall advise The Manila Catering Services in writing the guaranteed number of guests at least one (1) week before the date and time on the reverse side hereof. In case no such notice is received by The Manila Catering Services it shall be understood and agreed that the guaranteed number of guests shall be that already indicated in the contract.
4. No refund shall be made if the actual number of guests falls below that of the minimum number of contracted guests.
5. Only for the reason of non-availability of raw materials, the Caterer shall be allowed to change the menu as indicated in this Agreement subject to prior notice and consent of the Client; Provided that the replacement dish/es will be chosen by the Client from among the options listed in the Menu Package chosen by Client effective at the time of the execution of this Contract.
6. The Caterer hereby warrants that the food and beverages are all in good quality. However, if the food is not consumed 2 hours after the eating time, client shall assume full responsibility for damage/s suffered by the Party & Guests concerned attributed to the goods that are served. Likewise, Caterer is not liable for any damage/s resulting from food and/or beverage served outside that which is specified in this Contract.
7. Client shall be held liable only for the damage/s and or loss to The Manila Catering Services' property and Equipment caused by the fault of Client or Client's guests and when no contributory fault or negligence is attributable to the Caterer, its employees, agents or representatives.
8. Client shall provide Caterer with a Pantry area for safekeeping of the food items and other Catering Equipments. Rectangular table and linens for the Pantry shall be taken cared of by the Caterer.
9. FORMS OF PAYMENT. Payments will be in Check name to MANILA CATERING SERVICES

CONFORME



Mr. Dennis S. Santiago

Date



Raquel Manalo

3-21-12

Date

