



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

**REQUEST FOR QUOTATION**

Date: **11 April 2013**

RFQ No.: **11-2013**

Name of Company: DELLS REST. ASSOCIATES INC.  
Address: MEZZ I RAFFLES BLDG. EMERALD ME ORTIGAS PASIG CITY  
Name of Store/Shop: DELLS REST. ASSOCIATES INC.  
Address: RAFFLES CENTER ORTIGAS PASIG CITY  
Business Permit No.: RES-13-0121  
TIN: 201-430-503-010

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 April 2013**, at exactly 5:00 PM.

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

For any clarification, you may contact **Ms. Katrina L. Paala** at telephone no. (02) 900-6741 to 44 or email address at [bacsecgppb@gppb.gov.ph](mailto:bacsecgppb@gppb.gov.ph).

**William G. Ragamat**  
Procurement Officer

**INSTRUCTIONS:**

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the contents of this form in any way.
- (3) Technical specifications with asterisks (\*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

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

Description of Goods	Approved Budget for the Contract (ABC)
Supply and Delivery of Packed Meals (Lunch with AM/PM Snacks) for Focus Group Discussion on OMES Upgrade to be held on April 17, 2013	Seven Thousand Eight Hundred Pesos (PhP 7,800.00)

**Technical Specifications:**

Item Description	Compliance	Remarks
Yes	No	
Date of delivery: <b>April 17, 2013</b>	✓	1. AM Snacks
Quantity : 26 pax	✓	2. Lunch - Main course (at least 1 Variant of Meat or Fish and/or 1 Variant of Vegetables) with Rice
Time of Delivery:		3. Dessert (optional)
AM Snacks - <b>10:00 AM</b>	✓	4. PM Snack
Lunch - <b>11:30 AM</b>	✓	5. With beverage for all meals
PM Snacks - <b>3:30 PM</b>	✓	

Summary of Approved Budget				Offered quotation			
Item	A Rate (in PHP)	B Max. no. of pax	Subtotal (A x B)	Item	A Rate offered (in PHP)	B Max. no. of pax	Subtotal (A x B)
Lunch with AM and PM Snacks	300.00	26	7,800.00	Lunch with AM and PM Snacks	300.00	26	7,800.00
<b>Total Approved (in PHP)</b>			<b>7,800.00</b>	<b>Total offered quotation (in PHP)</b>			

*[Handwritten Signature]*

Signature over Printed Name

706 0656 401 1765

Office Telephone No.

0908 780 7274

Fax/Mobile No.

Email address/es

**TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all the items.
3. Price quotation/s must be valid for a period of *thirty (30) calendar days* from the date of submission.
4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
8. The item/s shall be delivered within ten (10) calendar days from receipt of purchase order.
9. The GPPB-TSO shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. **After delivery and upon the submission of the required supporting documents, i.e. order slip and/or billing statement, by the contractor, the GPPB-TSO shall make payment through cash/check in favor of the contractor.**
11. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The GPPB - TSO shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.



Department of Budget and Management  
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**NOTICE OF AWARD**

16 April 2013

**MS. ROWENA MIRANDA**  
**DELL'S RESTAURANT ASSOCIATES INC.**  
Mezz I, Raffles Corporate Center,  
Emerald Avenue,  
Ortigas Center, Pasig City

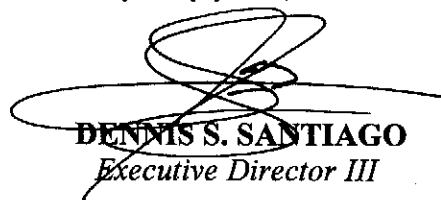
Dear Ms. Miranda:

We are pleased to inform you that your quotation for the **Supply and Delivery of Packed Meals for the FGD on OMES Upgrade** with the corresponding offer of **Seven Thousand Eight Hundred Pesos (PhP7,800.00)** has been determined to be the lowest evaluated cost.

The Purchase Order shall be issued at the soonest possible time in accordance with the Guidelines on Procurement under IBRD Loans and Credits of the World Bank.

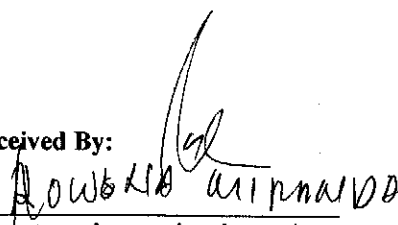
We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligations under the project.

Very truly yours,



**DENNIS S. SANTIAGO**  
*Executive Director III*

Received By:



Rowena Miranda  
(Signature above printed name)

4-16-13  
(Date and Time of receipt)

\*Kindly fax to sender to acknowledge receipt

# PURCHASE ORDER

**DBM - GPPB-TSO**

Agency

Supplier: <u>Dell's Restaurant Associates, Inc.</u> Address: <u>Mezz I, Raffles Building, Emerald Ave., Ortigas Center, Pasig City</u> TIN: <u>201-430-563-010</u>	P.O. No.: <u>004-2013</u> Date: <u>17 April 2013</u> Mode of Procurement: <u>Shopping (WB Guidelines)</u>
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Gentlemen:  
Please furnish this Office the following articles subject to the terms and conditions contained herein:

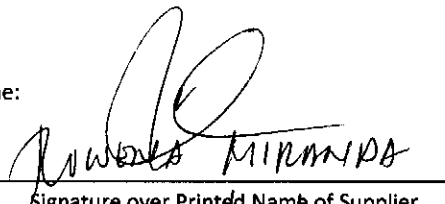
Place of Delivery: <u>Unit 2506, Raffles Corporate Center, F. Ortigas Jr. Rd., Ortigas Center, Pasig City</u>	Delivery Term: _____ Full Payment/ Cash
Date of Delivery: <u>17 April 2013</u>	Payment Term: _____

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	Lot	<b>Procurement of Packed Meals (Lunch with AM/PM Snacks) for the Focus Group Discussion on OMES Upgrade to be held on April 17, 2013:</b> <b>Specifications:</b> 1. Date of delivery: April 17, 2013 2. Quantity: 26 pax 3. Time of delivery: AM Snacks – 10:00 AM Lunch - 11:30 AM PM Snacks - 3:30 PM 4. Meals consist of the following: a. AM Snack b. Lunch* - Main Course (at least one (1) variant of meat or fish and One (1) variant of vegetable) & Rice c. Dessert (optional) d. PM Snacks 5. With beverage for all meals *****nothing follows*****	26	300.00	7,800.00

(Total Amount in Words) *Seven Thousand Eight Hundred Pesos Only* 7,800.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Conforme:

  
Signature over Printed Name of Supplier  
4/17/13  
 Date

Very Truly Yours,

DENNIS S. SANTIAGO  
 Authorized Official

Funds Available: <u>KRISTINE DALE T. CORPUZ</u> Chief Accountant	ALOBS No.: _____ Amount: _____
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