



COMMISSION ON HUMAN RIGHTS
REPUBLIC OF THE PHILIPPINES

REQUEST FOR QUOTATION
RFQ No. 2022-09-122

September 30, 2022

Sir / Madam:

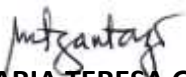
Greetings from the Commission on Human Rights! The CHR, through its Bids and Awards Committee for Goods and Services (BAC-GS), intends to apply the sum of Sixty-Eight Thousand Pesos (Php68,000.00) as an Approved Budget for the Contract (ABC) for the **SUPPLY AND DELIVERY OF PACKED MEALS FOR THE CONDUCT OF QMS MANAGEMENT REVIEW MEETING** through Section 53.9 Negotiated Procurement – Small Value Procurement of 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184. The detailed technical specifications are as follows:

Meals	October 13, 2022	October 14, 2022	
AM SNACK (Packed – for 85 pax)	<i>Bread / Rice Cake</i> <i>Bottled Juice</i>	<i>Bread / Rice Cake</i> <i>Bottled Juice</i>	Venue: <i>CHR-PMO</i> <i>Commission on Human Rights</i> <i>SAAC Bldg., UP Complex</i> <i>Commonwealth Ave., QC</i> Instruction: <ul style="list-style-type: none">• <i>No Pork and Shrimp</i>• <i>Packaging should be in eco-friendly materials</i>• <i>Pls. provide utensils and table napkins</i>
LUNCH (Packed – for 85 pax)	<i>Beef</i> <i>Chicken</i> <i>Vegetables / Salad</i> <i>Rice</i> <i>Dessert</i> <i>Bottled Juice</i>	<i>Beef</i> <i>Chicken</i> <i>Vegetables / Salad</i> <i>Rice</i> <i>Dessert</i> <i>Bottled Juice</i>	
PM SNACK (Packed – for 85 pax)	<i>Pasta / Noodles</i> <i>Bread / Rice Cake</i> <i>Bottled Juice</i>	<i>Pasta / Noodles</i> <i>Bread / Rice Cake</i> <i>Bottled Juice</i>	

If interested, please submit your duly signed quotation subject to the attached Terms and Conditions on or before **4:00 pm, October 6, 2022** through the e-mail address procurement.chr@gmail.com. For any clarification, you may contact us at telephone number 8936-6107 or mobile phone number 0917-8571607.

The CHR reserves the right to reject any and all quotations/bids, to annul the procurement process, declare a failure of bidding, to reject all quotations/bids at any time prior to contract award, or not to award the contract, without thereby incurring any liability to the affected bidder/s, and to accept only the offer that is most advantageous to the Government pursuant to Sec. 41 of 2016 Revised IRR of RA 9184.

Truly yours,


MARIA TERESA G. ANTAZO
OIC - GAO-Procurement Division



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CHR Procurement through NP-SVP

TERMS & CONDITIONS:

1. Interested bidder/s are encouraged to use the attached format of Quotation which may be printed on the company letterhead;
2. Quotation shall be submitted together with a copy of the following documentary requirements on or before the scheduled deadline of submission as stated in the RFQ. **Late submission shall not be accepted:**
 - a. 2022 Business / Mayor's Permit
 - b. PhilGEPS Registration

The winning bidder will also be required to submit the following documents prior to the award of the contract:

- c. Omnibus Sworn Statement
3. The Approved Budget for the Contract (ABC) is the ceiling price. Quotation/s exceeding the ABC shall be disqualified pursuant to Section 31.0 of the 2016 IRR of R.A 9184;
4. Failure to comply with **any** of the technical specifications/requirements will disqualify the quotation;
5. Price quotations shall be in Philippine currency, inclusive of all government taxes, duties, and levies;
6. Price validity period shall be a minimum of Thirty (30) days from the date of bid submission;
7. Winning bidder will be determined to have submitted the Lowest Calculated Responsive Bid (LCRB). In case of a tie, the CHR shall apply the tie-breaking method of "toss a coin" through an online coin flipper;
8. Payment shall be made through the Land Bank of the Philippines' LDDAP-ADA / Bank Transfer facility within fifteen (15) calendar days after the complete delivery and submission of the required documents. For other bank institutions, the corresponding bank transfer fee shall be charged against the creditor's account.

MARIA TERESA G. ANTAZO
Head, BAC Secretariat/
OIC, GAO-Procurement Division

QUOTATION

PROJECT : SUPPLY AND DELIVERY OF PACKED MEALS FOR THE CONDUCT OF
QMS MANAGEMENT REVIEW MEETING
RFQ NO. : 2022-09-122

Date: _____

THE BIDS AND AWARDS COMMITTEE FOR GOODS AND SERVICES

c/o Procurement Division
Commission on Human Rights
3rd Floor, SAAC Building,
U.P. Complex, Commonwealth Avenue,
Diliman, Quezon City

This is to submit our quotation for the subject procurement with a total bid price of _____ Pesos (PhP _____ .00), inclusive of all existing and appropriate government taxes and charges:

QTY./ UNIT	MENU	INCLUSIONS	UNIT PRICE	TOTAL PRICE

(If necessary, attach additional sheets)

I hereby certify that this quotation is true and correct, and I accept the rights of the Commission on Human Rights, as the Procuring Entity, under Section 41 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Truly yours,

Bidder (Company Name) : _____
Address : _____
Authorized Representative : _____
Designation/Position : _____
Telephone No./Mobile No.: _____
Email Address : _____
PhilGEPS Registration No.: _____
Tax Identification No. (TIN): _____
Bank Acct. No. / Name : _____
Signature : _____