

Republic of the Philippines
Department of Trade and Industry
CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. Cor. Gil Puyat Ave., Pasay City

Solicitation No.: CITEM-2019-0226

REQUEST FOR QUOTATION
(NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT)

The Center for International Trade Expositions and Missions (CITEM) invites all interested parties to submit quotation for:

**FOOD AND BEVERAGE CATERER FOR TRADE AND TOURISM
NETWORKING NIGHT 2019 WITH PHILIPPINE EXPORTERS AND
MICE PLAYERS**

(Please see attached Request for Quotation form for more details)

Approved Budget for the Contract (ABC)	:	PHP 100,000.00
Deadline of Submission of Bid	:	09 September 2019, 5:00PM
Opening of Bid	:	10 September 2019, 2:00PM

The Notice of Award shall only be issued to the lowest calculated bidder who has complied with the following eligibility documents:

Eligibility Documents (1st Envelope)

- 1. Mayor's Permit for the current year or for individuals, BIR Certificate of Registration**
- 2. Valid PhilGEPS Registration Number (evidenced by a certificate or screen shot)**

PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration Number.

- 3. Notarized Omnibus Sworn Statement**
- 4. Notarized Special Power of Attorney, Notarized Secretary's Certificate or Board/Partnership Resolution for partnership, corporation, cooperative, or joint venture, whichever is applicable**
- 5. Company profile indicating years of experience in food industry**
- 6. List of Government Projects**

Financial Bid (2nd Envelope)

- Quotation using the attached Request for Quotation (RFQ) Form duly signed by the authorized representative.**

Kindly submit these documents to the BAC Secretariat, CITEM, Golden Shell Pavilion, Roxas Blvd. cor. Gil Puyat Ave., Pasay City on the above stated date and time.

A payment of non-refundable fee of Two Hundred Pesos (Php 200.00) may be paid at the CITEM Cashier Office for the bidding documents.

CITEM-BAC reserves the right to reject any or all bids disadvantageous to, waive any formality or accept such bids as may be considered advantageous to the government. Further, CITEM-BAC assumes no obligation whatsoever to compensate or indemnify the bidders for expenses or losses that may be incurred in participating in this bidding.

For inquiries, please contact the CITEM Bids and Awards Committee Secretariat, at telephone no. 8312201 local 309 or e-mail at citembac@citem.com.ph.

ATTY. ANNA GRACE I. MARPURI (SGD.)
Chairman, Bids and Awards Committee