



**REQUEST FOR QUOTATION**

2024-11-07  
**RFQ No. 2024-11-041**

Mode of Procurement: **NP-SMALL VALUE PROCUREMENT (Sec. 53.9)**

**NOTICE TO ALL PROSPECTIVE SERVICE PROVIDERS AND SUPPLIERS:**

The Presidential Legislative Liaison Office (PLLO), through its Bids and Awards Committee (BAC), hereby invites all interested suppliers to quote their lowest price on the items listed below and submit the same duly signed by their respective authorized representative/s not later than the **04 NOVEMBER 2024**. Details of the procurement are as follows:

<b>Title of Activity</b>	PLLO-Senate Catered Meals for the Development Budget Coordination Committee and Executive Agencies During the 2025 General Appropriations Act Plenary Deliberations
<b>Location</b>	Senate of the Philippine, GSIS Bldg., Financial Center, Roxas Blvd., Pasay City
<b>Quantity (pax)</b>	DAY 1 : <b>200 pax</b> - Breakfast, Lunch, and Dinner DAY 2 : <b>280 pax</b> - AM Snack <b>160 pax</b> - PM Snack
<b>Date of Activity</b>	November 06 (Day 1) and November 07 (Day 2)
<b>Details of Activity</b>	2 days
<b>Approved Budget for the Contract (in PhP)</b>	PhP 466,400.00

Interested suppliers must submit a copy of the following documents together with this RFQ:

- 2024 Business Permit
- Philippine Government Electronic Procurement System (PhilGeps) Registration
- BIR 2303 (Certificate of Registration)
- Notarized Omnibus Sworn Statement and Secretary's Certificate

The quotation may be submitted through e-mail at [bac@pllo.gov.ph](mailto:bac@pllo.gov.ph) or delivered to the address below:

**BIDS AND AWARDS COMMITTEE SECRETARIAT**  
6th Floor, AAP Tower  
Brgy. Mariana, Quezon City

The PLLO Secretary as Head of the Procuring Entity (HoPE) reserves the right to reject any and all quotations, waive any formality and/or minor defects therein, declare a failure of procurement, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 Revised IRR of RA No. 9184, and to accept only the offer most advantageous to the government, without thereby incurring any liability to the affected bidder or bidders.

For any questions and/or clarification, you may contact the BAC Secretariat at (+632) 8736-1152 / 8736-1192 or send email to [bac@pllo.gov.ph](mailto:bac@pllo.gov.ph).

By the Authority of the Bids and Awards Committee:

  
**ASEC. ROSE VIRGINIE B. IÑIGO**  
Presidential Legislative Liaison Officer III  
Chairperson, Bids and Awards Committee

