



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 12483390  
**Procuring Entity** PLARIDEL WATER DISTRICT  
**Title** Venue and catering services for Human Resource Practitioners Meeting with Civil Service Region III Field Office (Council of Personnel of Water District - Bulacan Chapter) (ADM 2025-10-042) (PALWD 2025)  
**Area of Delivery** Bulacan

<b>Solicitation Number:</b>	PLAWD 2025-10-071	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods - General Support Services	<b>Document Request List</b>	0
<b>Category:</b>	Lease and Rental of Property or Building	<b>Date Published</b>	14/10/2025
<b>Approved Budget for the Contract:</b>	PHP 50,000.00	<b>Last Updated / Time</b>	13/10/2025 15:09 PM
<b>Delivery Period:</b>	1 Day/s	<b>Closing Date / Time</b>	17/10/2025 08:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Jim Benzon R. Talavera BAC SECRETARIAT A. C. Reyes St., Poblacion, Plaridel Bulacan Philippines 3004 63-044-7950102  plaridelwaterdistrictbac2017@gmail.com		

#### Description

PR No. ADM 2025-10-042

Please quote your lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your authorized representative.

#### NOTE:

- 1) The approved budget for the contract is ₱50,000.00
- 2) All entries must be filled up as much as possible.
- 3) Service/Delivery period is within seven (7) calendar days.
- 4) Warranty shall be for a period of three (3) months for supplies and one (1) year for equipment from date of acceptance by the procuring entity.
- 5) Price validity shall be for a period of \_\_\_\_\_ calendar days.
- 6) PHILGEPS registration certificate shall be attached upon submission of the quotation.
- 7) Bidders shall submit original brochures showing certifications of the product being offered.
- 8) The bidder shall give sample/s of the item/s quoted.

9) The bidder shall bear the delivery/return cost of the sample/s.

PURPOSE: Venue and catering services for Human Resource Practitioners Meeting with Civil Service Region III Field Office (Council of Personnels of Water District - Bulacan Chapter)

ITEM NO. QTY/UNIT DESCRIPTION UNIT COST TOTAL COST

1 ) 1 lot Venue and catering services for Human Resource Practitioners Meeting with Civil Service Region III Field Office

Inclusions:

Venue and catering services

Target Date: October 21, 2025 (Tuesday) @ 10:00 AM - 3:00 PM

Use of Aircon Pavillion for 5 hours

Use of basic sound system

Tables and Chair with set-up for 50 pax

Buffet Table with set-up

Meals for 50 pax

AM Snacks, Lunch (3 viands of food, rice, soup, dessert and juice) and

PM Snacks

NOTE:

Participating bidders "shall" submit samples/brochures of the item/s being quoted for testing, evaluation and acceptance by the end-user.

\*\*\*\*nothing follows\*\*\*\*

TOTAL

PLARIDEL WATER DISTRICT

Plaridel, Bulacan

BAC CHECKLIST

1) Participating bidders shall submit samples/brochures of the item/s being quoted for evaluation and acceptance of the end-user.

2) All payments will be deducted by TAX

Please check the following:

For Goods For Services

(VAT) (VAT)

5% BIR Form 2307 (FVAT) 5% BIR Form 2307 (FVAT)

1% BIR Form 2307 (WHT) 2% BIR Form 2307 (WHT)

(NON-VAT) (NON-VAT)

3% BIR Form 2307 (FVAT) 3% BIR Form 2307 (FVAT)

1% BIR Form 2307 (WHT) 2% BIR Form 2307 (WHT)

3) Subject to retention money equivalent to 5% of the contract price.

The retention money period will be released after the warranty period of three months or when the items are consumed whichever comes first

4) Brand/Model:

5) Delivery Period:

6) Warranty Period:

7) Price Validity:

8) Terms of Payment: 15 days 30 days Others

10) Mode of payment:

11) CHECK PAYABLE TO:

12) Company Name:

13) Company Address:

14) Contact person:

15) Contact Number:

16) Email Address:

17) Tin Number:

18) Certificate of Registration (BIR)

19) Warranty Certificate

20) Availability of Stocks items available as of (Date)

**Created by** Jim Benzon R. Talavera

**Date Created** 13/10/2025

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