



National Commission for Culture and the Arts

National Library of the Philippines

P.O. Box 2926
T. M. Kalaw Street, Ermita 1000
Manila, Philippines

Phone: (632) 524-1011
Email: tnlbac@yahoo.com

REQUEST FOR QUOTATION

The **NATIONAL LIBRARY OF THE PHILIPPINES** through its Bids and Awards Committee invites bidders / suppliers to bid for **Catering Service for National Library of the Philippines Foundation Day:**

Qty	Unit of Issue	Item Description	Estimated Unit Cost	Approved Budget Contract
200	person	Food Catering Service Buffet Lunch Inclusive: Four (4) Main Course (Fish, Beef, Chicken and Pork) Pancit Canton Guisado Rice Vegetables Dessert Drinks	400/pax	80,000.00
		TOTAL		Php80,000.00
		Note: providing service staff, decoration of event location, preparation , clean-up and etc.		
		Submit your best quotation duly signed by you or your representative and copies of the following eligibility requirements not later than seven (7) days: 1. Tax Clearance Certificate ; 2. PhilGEPSCertificate of Registration		

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183 and subject to Commonwealth Act 138.

Contract/delivery schedule is within seven (7) calendar days upon received of Notice to Proceed.

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. National Library of the Philippines 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.

For further information, please refer to:

MS. MARICEL M. DIAZ
BAC Secretary
3/F Filipiniana Division
T.M. Kalaw St., Ermita, Manila
Tel. No.: 525-1754

Bids must be delivered to the address above on or before **August 1, 2013, 5 PM.**
Bid opening shall be on **August 2, 2013, 10:00 A.M.** Late bids shall not be accepted.

The NATIONAL LIBRARY OF THE PHILIPPINES reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

PAULINA MORENO
Chairperson
Bids and Awards Committee