



0-C-2025-231



Republic of the Philippines  
**VISAYAS STATE UNIVERSITY**  
**OFFICE OF THE HEAD FOR PROCUREMENT**

# R E Q U E S T F O R Q U O T A T I O N

PR No: **GF-2025-02-00253 ( Page 1 of 4 )**

Canvass No: **C-2025-231**

Date: **03-10-2025**

Name of Supplier:

**Mode of Procurement : NP - Small Value Procurement**

Address of Supplier:

Delivery Period: **within 15 calendar days from receipt of P.O**

Contact No. & E-mail Address:

Deadline for Submission of RFQ: **7 Calendar days**

Item No	Articles (Complete description and specification)	Brand and Model**	ABC	Qty.	Unit	Unit Price	Total Price	<b>FOB (VSU Main, Visca, Baybay City, Leyte)</b>	Authorized By:
1	Breakfast (Buffet Style) #1*		200.00	100	person				<b>JESSAMINE C. ECLEO</b> Head, Procurement
2	Breakfast (Buffet Style) #2*		200.00	100	packs				Canvassed By:
3	Lunch (Buffet Style) Menu#1*		200.00	100	person				<b>ANDY L. TIMKANG</b> Canvasser
4	Lunch Buffet Style*		200.00	180	person				Signature of Authorized Canvasser I hereby certify that I am in a position to furnish the articles at the prices shown and in quantities called for
5	Meals - Packed Lunch*		200.00	75	pack				
6	Meals (Dinner) Buffer Style Menu #3*		200.00	40	pc				
7	Meals (Dinner) Buffet Style*		200.00	180	person				
8	Snacks AM*		80.00	250	set				
9	Snacks PM*		80.00	250	packs				
	xxxxxxxxxxxxxxxxxxxxx Nothing follows xxxxxxxxxxxxxxxxxxxxx							(Printed Name & Signature of Supplier)	

\*Please see attached specification

\*\*If item does not have a brand/model specify "brandless" or "ordinary" or the place of origin of the item or a picture of the item, whichever is convenient to you.

End-User: PRCRTC

Baybay  Ormoc  Manila

Purpose: PhilRootcrops National TWG and Partners Workshop

Tacloban  Samar  Cebu

Leyte  So. Leyte  Davao

<b>Instructions:</b>	<b>Documentary Requirements:</b>
<ol style="list-style-type: none"> <li>1. Please quote your <b>best offer</b> for the items listed above in your <b>least government price</b> inclusive of taxes, delivery, and other applicable charges.</li> <li>2. Accomplish this RFQ correctly and accurately. Please put initials for erasures.</li> <li>3. Submit along with this RFQ the attached needed documentary requirements. Bidders who already submitted an updated file of the needed documentary requirements in VSU need not to re-submit.</li> <li>4. Quotations that are above the set ABC or with no indicated brand and model shall be rejected.</li> <li>5. Submit this RFQ within the set deadline for submission indicated above. Late bids will not be accepted.</li> </ol>	<ol style="list-style-type: none"> <li>1. Business Permit</li> <li>2. PhilGEPS Registration No.</li> <li>3. Income / Business Tax Return</li> <li>4. Omnibus Sworn Statement</li> </ol>

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## SPECIFICATION

Item #	Item Name	Remarks (from End User)
1	Breakfast (Buffet Style) #1	
<p><b>Full Specification</b></p> <ul style="list-style-type: none"> <li>• HAM</li> <li>• BACON</li> <li>• OMELETTE</li> <li>• RICE</li> <li>• LONGANISA</li> <li>• COFEE/MILK/MILO/JUICE</li> <li>• MINERAL BOTTLED WATER, 500 ML</li> </ul> <p>with venue inside the campus (Tables and Chairs)</p>		<p style="text-align: center;"><b>Sample Image</b></p> <p style="text-align: center;"><i>No Image Attached</i></p>
2	Breakfast (Buffet Style) #2	
<p><b>Full Specification</b></p> <ul style="list-style-type: none"> <li>• EGG</li> <li>• CHORIZO</li> <li>• LONGANISA</li> <li>• LUNCHEON MEAT</li> <li>• BANGUS PAKSIW</li> <li>• COFEE/MILK/MILO/JUICE</li> <li>• MINERAL BOTTLED WATER</li> </ul> <p>with venue inside the campus (Tables and Chairs)</p>		<p style="text-align: center;"><b>Sample Image</b></p> <p style="text-align: center;"><i>No Image Attached</i></p>
3	Lunch (Buffet Style) Menu#1	
<p><b>Full Specification</b></p> <p>With free venue for dining (tables and chairs)</p> <p>Buffet Style</p> <p>Menu:</p> <ul style="list-style-type: none"> <li>• Rice</li> <li>• Chicken Adobo</li> <li>• Chopsuey</li> <li>• Steamed Fish</li> <li>• Pasta</li> <li>• Melon juice</li> </ul>		<p style="text-align: center;"><b>Sample Image</b></p> <p style="text-align: center;"><i>No Image Attached</i></p>
4	Lunch Buffet Style	

**Full Specification**

- Rice
- Seafood mix
- Fresh lumpia
- Steamed chicken
- Vegetable salad
- Calamansi juice with carrots

with venue

**Sample Image**

*No Image Attached*

5

Meals - Packed Lunch

**Full Specification****Specification:**

- Rice
- 1 Dish of Any (Pork, Beef, Chicken, Fish/Seafood)
- 1 Dish of vegetables
- Fruits
- Drinks
- Water

**Sample Image**

*No Image Attached*

6

Meals (Dinner) Buffer Style Menu #3

**Full Specification**

With free venue for dining (tables and chairs)

Buffet Style

Menu:

- Rice
- Chicken Adobo
- Chopsuey
- Steamed Fish
- Pasta
- Melon juice

**Sample Image**

*No Image Attached*

7

Meals (Dinner) Buffet Style

**Full Specification**

With free venue for dining (tables and chairs) within VSU

Buffet Style

Menu:

- Rice
- Chicken Adobo
- Chopsuey
- Steamed Fish
- Pasta
- Juice/softdrinks
- Water

**Sample Image**

*No Image Attached*

8	Snacks AM	
<p><b>Full Specification</b></p> <ul style="list-style-type: none"> <li>• one serving of snacks</li> <li>• one serving of softdrinks</li> </ul>		<p><b>Sample Image</b></p> <p><i>No Image Attached</i></p>
9	Snacks PM	
<p><b>Full Specification</b></p> <ul style="list-style-type: none"> <li>• one serving of snacks</li> <li>• one serving of drinks</li> </ul>		<p><b>Sample Image</b></p> <p><i>No Image Attached</i></p>