



REPUBLIC OF THE PHILIPPINES
COMMISSION ON HUMAN RIGHTS

REQUEST FOR QUOTATION

RFQ No. 2025-04-047

April 11, 2025

Dear **Sir/Madam**:

Greetings from the Commission on Human Rights!

The Commission on Human Rights (CHR), through its Human Rights Policy Linkages Offices (HRPLO), intends to apply the sum of Twelve Thousand Pesos (PhP12,000.00) as an Approved Budget for the Contract (ABC) for **Catering Services for the Discussion of Training Module for Caregivers of Developmentally Disabled Patients** through Section 53.9 Negotiated Procurement – Small Value Procurement of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184. The minimum technical specifications are as follows:

Date: May 06, 2025	Venue: CHR PARDEC Building A and B	No. of Pax: 40
MENU:		
Plated PM Snack	Pasta	
	Sandwich	
	Juice	
Inclusions	Flowing Brewed Coffee	
	Service Water	
	Buffet Table	
	Uniformed Waiters	

If interested, please submit your duly signed quotation with the documentary requirements on or before **12:00nn, April 14, 2025** at Procurement Division, CHR Central Office, SAAC Building U.P. Complex, Commonwealth Avenue, Diliman, Quezon City, or through e-mail address, procurement@chr.gov.ph. For any clarification, you may contact us at mobile phone number 0917-8571607.

The CHR reserves the right to reject any and all quotations/bids, to annul the procurement process, declare a failure of bidding, to reject all quotations/bids at any time prior to contract award, or not to award the contract, without thereby incurring any liability to the affected bidder/s, and to accept only the offer that is most advantageous to the Government pursuant to Sec. 41 of the 2016 Revised IRR of RA 9184.

Truly yours,


MARIA TERESA G. ANTAZO
Head, BAC Secretariat /
Chief, GAO-Procurement Division

CHR ng lahat: Naglilingkod maging sino ka man

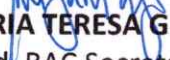


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CHR Procurement through NP-SVP

TERMS & CONDITIONS:

1. Interested bidder/s are **highly encouraged** to use the attached prescribed format of Quotation which may be printed in the company letterhead;
2. Quotation shall be submitted together with a copy of the following documentary requirements on or before the scheduled deadline of submission as stated in the RFQ.
Late submission shall not be accepted:
 - a. 2024 Business / Mayor's Permit
 - b. PhilGEPS Registration
3. The Approved Budget for the Contract (ABC) is the ceiling price. Quotation/s exceeding the ABC shall be disqualified pursuant to Section 31.0 of the 2016 IRR of R.A. 9184;
4. Failure to comply with **any** of the technical specifications / requirements will disqualify the quotation;
5. Price quotations shall be in Philippine currency, inclusive of all government taxes, duties and levies;
6. Price validity period shall be minimum of Sixty (60) days from the date of bid submission;
7. Winning bidder will be determined to have submitted the Lowest Calculated Responsive Bid (LRCB). In case of tie, the CHR shall apply the tie-breaking method of "toss a coin" through online coin flipper;
8. Payment shall be made through Land Bank of the Philippines' LDDAP-ADA / Bank Transfer facility within fifteen (15) calendar days after the complete delivery and submission of the required documents. For other banking institution, corresponding bank transfer fee shall be charged against the creditor's account.


MARIA TERESA G. ANTAZO
Head, BAC Secretariat /
Chief, GAO-Procurement Division

CHR ng lahat: Naglilingkod maging sino ka man

Commonwealth Avenue, U.P. Complex, Diliman, Quezon City, Philippines 1101
Tel. Nos. (02) 8294 8704 • (02) 8925 3886 • www.chr.gov.ph



REPUBLIC OF THE PHILIPPINES
COMMISSION ON HUMAN RIGHTS
QUOTATION

PROCUREMENT: CATERING SERVICES FOR THE DISCUSSION OF TRAINING MODULE FOR
CAREGIVERS OF DEVELOPMENTALLY DISABLED PATIENTS
RFQ NO. : 2025-04-047

Date: _____

THE BIDS AND AWARDS COMMITTEE FOR GOODS AND SERVICES

c/o Procurement Division
Commission on Human Rights
3rd Floor, SAAC Building,
U.P. Complex, Commonwealth Avenue,
Diliman, Quezon City

Sir/Madam:

This is to submit our quotation for the subject procurement with a total bid price of
_____ Pesos (Php _____),
inclusive of all existing and appropriate government taxes and charges:

Minimum Technical Specifications	PRODUCT OFFERED Please write your Product Specifications as per requirement (MANDATORY FIELD)
CATERING SERVICES FOR THE DISCUSSION OF TRAINING MODULE FOR CAREGIVERS OF DEVELOPMENTALLY DISABLED PATIENTS	
Date: May 06, 2025 No. of Pax: 40	
Plated PM Snack <ul style="list-style-type: none">• Pasta• Sandwich• Juice	
Inclusions <ul style="list-style-type: none">• Flowing Brewed Coffee• Service Water• Buffet Table• Uniformed Waiters	
Place of Delivery: Commission on Human Rights PARDEC Building A and B U.P. Complex, Commonwealth Avenue, Diliman, Quezon City	

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I hereby certify that this quotation is true and correct, and I accept the rights of the Commission on Human Rights, as the Procuring Entity, under Section 41 of 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

I further certify that (name of company) is not blacklisted or not allowed to participate in the bidding of all government projects.

Truly yours,

Bidder (Company Name) : _____

Address : _____

Authorized Representative : _____

Designation/Position : _____

Telephone No./Mobile No. : _____

Email Address : _____

PhilGEPS Registration No. : _____

Tax Identification No. (TIN) : _____

Signature : _____

CHR ng lahat: Naglilingkod maging sino ka man

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