



Republic of the Philippines  
NATIONAL POLICE COMMISSION  
**PHILIPPINE NATIONAL POLICE**  
**PHILIPPINE NATIONAL POLICE ACADEMY**  
**BIDS AND AWARDS COMMITTEE**  
Camp General Mariano N Castañeda, Silang, Cavite



**REQUEST FOR QUOTATION No. 5020305000-2026-78-004-3**

The **PNPA Bids and Awards Committee** intends to procure the **“Procurement of Food Supplies”** with an Approved Budget for the Contract of **One Million Seven Hundred Fifty-Five Thousand Pesos (PhP1,755,000.00)** through **Small Value Procurement** pursuant to Section 34 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009.

Please submit your duly signed Quotation Form including the Terms and Conditions (Annex A) together with the following documents on or before **2:00 PM of 17 April 2026**;

- a. **PhilGEPS Registration Number**
- b. **Mayor’s/Business Permit**
- c. **Notarized Omnibus Sworn Statement** and if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and to acts to represent the Bidder. Template may access to this link: <https://www.gppb.gov.ph/wpcontent/uploads/2023/07/07032023Omnibus-Sworn-StatementRevised-as-of-07.03.2023.docx>

We highly encouraged interested suppliers to use the Quotation Form provided to minimize errors or omissions of the required mandatory provisions. If the quotation form will be reproduced/retyped, please ensure that all mandatory requirements/provisions are included. Missing requirements/provisions and non-submission of the terms and conditions shall render the submission ineligible or disqualified.

Quotations may be submitted through electronic mail at [pnpabacsec2021@gmail.com](mailto:pnpabacsec2021@gmail.com) or physically at Camp General Mariano N Castañeda, Silang, Cavite.

Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the e-mail shall be considered.



*“Bagong PNP para sa Bagong Pilipinas: Serbisyong Mabilis, Tapat, at Nararamdaman”*

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The Head of the Procuring Entity (HoPE) of the Philippine National Police Academy (PNPA) reserves the right to reject any and all quotations, declare a failure of procurement, not award the contract at any time prior to contract award in accordance with Section 70 of the IRR of RA No. 12009, without thereby incurring any liability to the affected bidder or bidders.

For any clarification, you may contact PMAJ LLOYD VINCENT C NOVILLA at **0966-526-0957** or send email to **pnpabacsec2021@gmail.com**.

  
**PBGEN ROMEO RUEL R BERANGO**  
Chairman, PNPA BAC

Date 13 APR 2026



## TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
3. Price quotation/s must be valid for a period of **FORTY-FIVE (45) calendar days** from the deadline of submission.
4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties, and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the Procuring Entity shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
7. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
8. The item/s shall be delivered according to the accepted offer of the bidder.
9. Items delivered shall be inspected on the scheduled date and time of the PNPA. The delivery of the item/s shall be acknowledged upon the delivery to confirm the compliance with the technical specifications.
10. Payment shall be made after delivery and upon the submission of the required supporting documents, *i.e.*, Order Slip and/or Billing Statement, by the supplier, contractor, or consultant. Our Government Servicing Bank, *i.e.*, the Land Bank of the Philippines, shall credit the amount due to the identified bank account of the supplier, contractor, or consultant **not earlier than twenty-four (24) hours, but not later than forty-eight (48) hours**, upon receipt of our advice. Please note that the **corresponding bank transfer fee, if any, shall be chargeable to the account of the supplier, contractor, or consultant.**
11. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The PNPA may terminate 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.
12. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 12009 and its IRR.
13. The RFQ, Purchase Order (PO), and other related documents for the above-stated Procurement projects shall be deemed to form part of the contract.



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\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Office Telephone No./Mobile No.

\_\_\_\_\_  
Email Address/es



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Name of Company:	
Address:	
TIN:	
PhilGEPS Registration Number:	

### INSTRUCTIONS

1. Accomplish this RFQ correctly, accurately and correctly.
2. Do not alter the contents of this form in any way.
3. All technical specifications are mandatory.
4. Failure to comply with any of the mandatory requirements will disqualify your entire submitted quotation.

**Sir/Madam:**

After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

<b>TECHNICAL SPECIFICATIONS</b>					
<ol style="list-style-type: none"> <li>1. Please quote your <b>best offer</b> for the item/s below. Please do not leave any blank items. Indicate "0" if the item being offered is for free.</li> <li>2. Bidders must state "Comply" or "Not Comply" in the column "Bidder's" Statement of Compliance against in each of the individual parameters of each Specification</li> </ol>					
<b>"Procurement of Food Supplies"</b>					
Item	Description	Total Qty	Bidder's Statement of Compliance	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)
1	Apple juice, 64oz, 6 pieces per box	15			
2	Artificial sweetener, 50 pieces per box	50			
3	Beef loaf, 215g, 24 pieces per box	20			
4	Beef loaf, 100g, 24 pieces per box	25			
5	Biscuit, cream peanut butter cracker sandwich, 28g x 10 pieces per pack	200			
6	Biscuit, flakes cheese flavored crackers, 28g x 10 pieces per pack	200			
7	Biscuit, flakes onion chives flavored crackers, 28g x10 pieces per pack	200			
8	Biscuit, flakes premium crackers, 28g x10 pieces per pack	200			
9	Brown sugar, 1kg per pack	51			
10	Can sausage, 230g, 24 cans per box	15			
11	Cereal vanilla, 40g, 10 sachet per pack	100			
12	Cheese spread, 440g per bottle	100			



13	Chicken spread, 220ml, 24 bottles per box	20		
14	Chunky corned tuna chili, 175g, 24 pieces per box	30		
15	Chunky corned tuna chili, easy open can, 85g, 24 pieces per box	30		
16	Chunky corned tuna, easy open can, 85g, 24 pieces per box	30		
17	Coffee, 200g per pack	100		
18	Coffee, 3 in 1, 20g per sachet, 30 sachet per pack	100		
19	Coffee creamer, 450g per pack	200		
20	Corned beef, 150g x 24 pieces per box	30		
21	Crab & corn soup, 60g per pack	300		
22	Crackers 25g, 10 pieces per pack, 20 packs per box	20		
23	Crackers 25g, 24 pieces per pack, 20 packs per box	15		
24	Crackers honey, 200g, 10 pieces per pack	100		
25	Crackers honey, 700g per pail	70		
26	Cranberry juice, 296ml, 12 pieces per box	15		
27	Cream of mushroom soup, 60g per pack	150		
28	Cupcake, choco champ, 35g, 10 pieces per pack, 20 packs per box	20		
29	Cupcake, super choco, 42g, 10 pieces per pack, 20 packs per box	20		
30	Four seasons juice, 240ml, 24 pieces per box	40		
31	Garlic corned beef, 380g, 24 pieces per box	11		
32	Grape juice, 10oz, 24 pieces per box	15		
33	Grape juice cocktail, 296ml, 24 pieces per box	15		
34	Juice four seasons in can, 240ml, 24 cans per box	30		
35	Juice mango in can, 240ml, 24 cans per box	30		
36	Juice orange in can, 24ml, 24 cans per box	30		
37	Juice pineapple in can, 240ml, 24 cans per box	30		
38	Liver spread, 85g, 24 pieces per box	30		
39	Luncheon meat, 25% less sodium, 24 pieces per box	10		
40	Luncheon meat lite spice ham, 340g, 24 pieces per box	10		
41	Luncheon meat smoked flavor, 340g, 24 pieces per box	10		
42	Luncheon meat tocino, 340g, 24 pieces per box	10		
43	Luncheon meat with bacon, 340g, 24 pieces per box	10		
44	Luncheon meat with cheese, 340g, 24 pieces per box	10		
45	Mackerel, 425g, 24 pieces per box	31		
46	Mineral drinking water, 350ml x 35 pieces per box	100		
47	Mini cup noodles beef spicy, 24 pieces per box	50		
48	Mini cup noodles chicken spicy, 24 pieces per box	50		
49	Mini cup noodles beef, 24 pieces per box	50		
50	Mini cup noodles chicken, 24 pieces per box	50		
51	Mini cup noodles seafood, 24 pieces per box	50		
52	Oriental style soup, 60g per pack	200		
53	Peanut butter, 224g per pack	15		
54	Pineapple banana juice, 1L per bottle	300		
55	Pineapple banana juice, 200ml per bottle	300		
56	Pineapple coconut juice, 1L per bottle	300		
57	Pineapple coconut juice, 200 mL per bottle	300		
58	Pineapple mango juice, 1L per bottle	300		
59	Pineapple orange, 240ml, 24 bottle per box	50		
60	Pineapple orange juice, 1L per bottle	200		
61	Pineapple orange juice, 200 mL per bottle	300		
62	Pineapple slices, 836g, 24 pieces per box	15		
63	Powdered milk, 900g per pack	100		
64	Sandwich spread, 220mL, 24 bottles per box	15		
65	Sardines hot, 155g, 24 pieces per box	100		
66	Sardines regular, 155g, 24 pieces per box	100		
67	Sardines fish loaf, 130g, 24 pieces per box	100		
68	Sardines premium hot, 155g, 24 pieces per box	100		
69	Soft drinks in can, 330ml, 24 cans per box	51		
70	Special mamon choco filling, 48g, 4 pieces per pack	15		
71	Special mamon classic, 40g, 6 pieces per pack, 20 packs per box	15		
72	Special mamon mocha, 40g, 6 pieces per pack, 20 packs per box	15		
73	Special mamon vanilla filling, 48g, 4 pieces per pack, 20 packs per box	15		
74	Tuna caldereta, 180g, 24 cans per box	50		
75	Tuna chunks, 184g, 24 pieces per box	20		
76	Tuna chunks, Spanish style, 184g, 24 pieces per box	20		
77	Tuna chunks vegetable oil, 184g, 24 pieces per box	20		
78	Tuna flakes hot & spicy, 180g, 24 cans per box	30		



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79	Tuna flakes in vegetable oil, 180g, 24 cans per box	30		
80	Tuna mechado, 180g, 24 cans per box	30		
81	White sugar, 1kg per pack	50		

**SCHEDULE OF REQUIREMENTS**

Item	Description	Total Quantity	Delivery
I	<b>“Procurement of Food Supplies”</b>	1	Within seven (7) calendar days upon receipt of the Notice to Proceed (NTP).

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Office Telephone No./Mobile No.

\_\_\_\_\_  
Email Address/es



### FINANCIAL OFFER

Approved Budget for the Contract	Your Total Offered Quotation
One Million Seven Hundred Fifty-Five Thousand Pesos	In Words
PhP1,755,000.00	In Figures

<b>Payment Details</b>	Payment shall be made in accordance with the schedule of delivery through Land Bank's LDDAP-ADA/Bank Transfer Facility, within fifteen (15) days after receipt of service invoice and issuance of certificate of acceptance by the end-user. The corresponding bank transfer fee, if any, shall be chargeable to the account of the supplier, contractor, or consultant.
Banking Institution	
Account Number	
Account Name <i>(should be the exact account name as registered in the bank)</i>	
Bank Branch	

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Office Telephone No./Mobile No.

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