



BULACAN AGRICULTURAL STATE COLLEGE  
San Ildefonso, Bulacan

REQUEST QUOTATION FOR LEASE

Date Posted: October 10, 2019

Lease Description: **To submit Quotation/Proposal for a Long Term (5 years) Lease of Contract of BASC Canteen**

Minimum Monthly rental (ABC): Php. 8,000.00

Brief Description of the building/Area for Lease for Canteen Operation

One storey building located at the heart of the College with a total floor area of 204 m<sup>2</sup>, (dining area – 139 m<sup>2</sup>, kitchen area of 40 m<sup>2</sup>, and an extended dirty kitchen area of 14 m<sup>2</sup>; with a separate rest rooms for male and female.

The Food Operator/Concessionaire/Contractor: \_\_\_\_\_

Business Address: \_\_\_\_\_

Dear Food Operator/Concessionaire/Contractor:

You are invited to submit Proposal for a Short Term (5 years) Lease of Contract of the BASC Canteen operation subject to the following terms and conditions:

1. Five year contract of lease period subject to renewal upon mutual agreement and concurrence of the BASC Board of Trustees;
2. Provision for a one to ten percent (10%) increase every **two years** in monthly rental to be indicated in the proposal based on the approved starting monthly rental;
3. Water and electricity bills will be the full responsibility of the Lessee;
4. Any improvement of the existing building and vicinity after signing the contract shall be the full responsibility of the Lessee;
5. Compliance to all national government and LGU's regulations in the operation of canteen shall be strictly followed;
6. College policy of cleanliness/sanitation, waste disposal, security matter and food quality affordable to majority of students and personnel shall be observed;
7. Canteen services shall be available during regular classes/office hours and can be extended its operation in the event of special activities;
8. The canteen facilities may be used by the faculty and students for conduct of laboratory activities if so desired upon mutual agreement and arrangement of schedule prior to the set event without affecting the routine business operation;
9. Provision for advance payment/deposit and issuance of post-dated check should be considered in the offer.

Interested party may submit their quotation/proposal in a sealed envelope on or before October 30, 2019 at the office of the Director for College Auxiliary Business Office.

The evaluation committee will evaluate all received quotations/proposals and recommend to the College President the Award of Contract in favor of the Food Operator/Concessionaire/Contractor with the highest responsive quotation/proposal, subject to approval of the College Governing Board.

Very truly yours,

LOLITO B. SAN PEDRO, Ph.D.

Director, College Auxiliary Business Office: Mobile Phone: 0936-927-9962

PS. Please acknowledge receiving copy of this Request for Quotation

Name \_\_\_\_\_

Date \_\_\_\_\_