



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8972556  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Procurement of Supply and Delivery of Various Dinnerware and Utensils for the use of the Office of the Secretary (OSEC)

#### Area of Delivery

<b>Solicitation Number:</b>	2022-08-0082	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	3
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Kitchenware	<b>Date Published</b>	01/09/2022
<b>Approved Budget for the Contract:</b>	PHP 143,100.00	<b>Last Updated / Time</b>	01/09/2022 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	05/09/2022 14:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425 taromanes@tourism.gov.ph		

#### Description

##### TECHNICAL SPECIFICATIONS

##### I. PROJECT TITLE:

Supply and Delivery of Various Dinnerware and Utensils for the use of the Office of the Secretary (OSEC)

##### II. SERVICE PROVIDER MINIMUM REQUIREMENTS:

- Supplier/Service Provider must be PhilGEPS registered
- The supplier must be duly established in the Philippines and must have experience in producing and supplying the items, at least three (3) years to ensure reliability and product quality assurance;
- The supplier must deliver the products at The New DOT Building, 351 Sen. Gil Puyat Avenue Makati City
- The supplier must provide actual sample/pictures of products being offered together with the price quotation/proposal

##### III. MINIMUM SPECIFICATION

- Lot No. 1 - 13-sets Dinnerware, (set of 4)
- Material: Ceramic
  - Design: Pioneer Woman Inspired Design
  - 52-pieces side plate, with at least 6" round
  - 52-pieces soup bowl, with at least 6" round
  - 52-pieces mug/cup, with at least 12-ounce capacity

- 52-pieces Dinner Plate, with at least 10" in diameter

Lot No. 2 - 32-pieces Charger Plate

- Material: Plastic
- At least 13" round
- Color: Gold
- Design: With Embossed Rim

Lot No. 3 - 50-sets Utensils, 5-in-1/set

- Material: at least 316 food grade stainless steel
- Dishwasher-safe

Lot No. 4 - 50-pieces Utensil Napkin

- Material: Fabric
- Color: Plain white/beige
- Size: at least 15" x 17"

Lot No. 5 - 5-pieces Food Tray

- Material: Woven Native
- Dimension: at least L-16" x W-12" x H-7"

Lot No. 6 - 20-pieces Round Placemat

- Material: Woven Native
- Dimension: at least 13" round

Lot No. 7 - 20-pieces Rectangular Placemat

- Material: Woven Native
- Dimension: at least L-19" x W-13"

Lot No. 8 - 50-pieces Drinking Glass

- Round
- At least 13-ounce capacity
- Food grade safe

Note: Bidders may Bid on any or all of the lots subject to the conditions provided on this Technical Specification.

#### IV. DELIVERY PERIOD:

Delivery is seven (7) calendar days from the date of end-user approval of the sample/design.

#### V. APPROVED BUDGET OF THE CONTRACT AND SOURCE OF FUND:

The Approved Budget for the Contract (ABC) is One Hundred Forty-Three Thousand One Hundred Pesos only (PhP143,100.00) including delivery charges, and applicable government taxes, chargeable against continuing FY 2022 Administrative Service – Maintenance and Other Operating Expenses (MOOE) Funds.

#### VI. TERMS OF PAYMENT

Government Terms

#### VII. PROJECT OFFICER/CONTACT PERSON

ROLANDO A. BAUTISTA  
Chief Administrative Officer  
General Services Division

Noted by:

SOFIA C. PAGSUYUIN  
OIC-Director  
Administrative Service

#### **Other Information**

NOTE: PARTIAL BID IS ALLOWED

The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

REQUIRED VALID DOCUMENTS TO BE SUBMITTED:

1. Current Mayor's/business Permit/BIR cert. of Registration (Individual)
2. PhilGEPs' Registration Number or Cert. of Platinum membership in lieu of Mayor's permit and PhilGEPs' registration number.

- 3.Latest annual Income Tax Return (for ABC's above PhP500K)
- 4.Original or certified true copy of duly notarized Omnibus Sworn Statement.

**Created by** TERESITA A. ROMANES  
**Date Created** 31/08/2022

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