



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9011605
Procuring Entity DEPARTMENT OF TOURISM
Title Capacity-Building for Heads and Staff of Internal Audit Service/Office of DOT and Attached Agencies Internal Audit Best Practices for Root Cause Analysis

Area of Delivery

Solicitation Number: 2022-09-101	Status	Pending
Trade Agreement: Implementing Rules and Regulations	Associated Components	2
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification: Goods	Document Request List	0
Category: Catering Services	Date Published	14/09/2022
Approved Budget for the Contract: PHP 83,200.00	Last Updated / Time	13/09/2022 09:49 AM
Delivery Period:	Closing Date / Time	19/09/2022 09:00 AM
Client Agency:		
Contact Person: MAITA SUMOGAD DANTE AA III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 msdante@tourism.gov.ph		

Description

TERMS OF REFERENCE

I. PROJECT TITLE:

Capacity-Building for Heads and Staff of Internal Audit Service/
Office of DOT and Attached Agencies
Internal Audit Best Practices for Root Cause Analysis

II. SPECIFICATIONS:

No. of Pax : 40 PAX
Date of Seminar : September 22-23 ,2022
Area : DOT Bldg., Makati City

III. PURPOSE/OBJECTIVES:

To promote awareness on the critical goals of internal audit to safeguard government assets, check the accuracy and reliability of accounting data, promote adherence to managerial policies, uphold compliance with law, rules and regulations, and ensure economical, ethical, efficient and effective operations.

IV. TRAINING VENUE AND MEALS

Meals AM Snacks and Afternoon Snacks 2 sets/day x 2 days x 40 pax = P44,800.00
Lunch 1 set x 2 days x 40 pax = P38,400
TOTAL Php 83,200.00

V. INCLUSIONS

- AM snacks two-day, PM snacks two-day and Two-day Packed Lunch
- Must be able to provide the food in a presentable container;
- Must be able to provide uniformed and well-trained food server;
- Menu for AM snacks should include pasta and sandwiches, water, juice, or soda;
- Flowing coffee and drinking water during the duration of the seminar;
- Must dismantle the set- up after the activity or upon advised of the DOT

VI. TERMS OF PAYMENT

Government Procedure

VII. BUDGET

Total budget allocation is EightyThree Thousand Two Hundred Pesos only (P83,200.00)

VIII. CONTACT PERSON

Contact Person: Belle Mercurio and Marge Mandate
Address: 3/F DOT Bldg., 351 Sen. Gil Puyat Avenue, Makati City
Contact No: 459-5200 local 310

Other Information

NOTE: 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 MAITA SUMOGAD DANTE

Date Created 13/09/2022

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