



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9059026  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Quality Management System Documentation Audit- Packed Meals on October 4-7, 2022  
**Area of Delivery**

<b>Solicitation Number:</b>	2022-09-0137	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<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>	Catering Services	<b>Date Published</b>	28/09/2022
<b>Approved Budget for the Contract:</b>	PHP 114,000.00	<b>Last Updated / Time</b>	27/09/2022 17:04 PM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	03/10/2022 09:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	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

DEPARTMENT OF TOURISM

TERMS OF REFERENCE

I. BIDDER : Food Catering - Packed Meals Delivery Service

II. PROJECT TITLE : Quality Management System Documentation Audit

III. PURPOSE/OBJECTIVES :

The Department of Tourism – Planning Service is in need of services of a food catering / fast food company that will handle the preparation and delivery of packed meals for the participants to the Quality Management System (QMS) Documentation Audit.

IV. BACKGROUND:

Participants : DOT Officials and Employees  
 Venue : DOT Central Office, 351 Sen. Gil Puyat Avenue, Makati City  
 Dates : 04 & 7 October 2022

V. MINIMUM REQUIREMENTS :

1. Must be capable of providing the following services:
  - Preparation and serving of food and beverage requirements for a corporate activity/event.
  - Logistical and delivery requirements
2. Must be accredited with the Philippine Government Electronic Procurement Systems (PhilGEPS);
3. Must be willing to provide services on a send – bill arrangement

#### VI. SCOPE AND WORK DELIVERABLES:

Preparation and delivery of packed meals for two (2) days on 04 & 7 October 2022:

October 04, 2022  
AM Snacks 80 pax  
Lunch 80 pax  
PM Snacks 80 pax

October 07, 2022  
AM Snacks 40 pax  
Lunch 40 pax  
PM Snacks 40 pax

#### Inclusions:

- 120 Packed AM snacks with juice or soda (sandwich/burger/pasta/any heavy snack)
- 120 Packed lunch with 3 viands (1 vegetable, 2 of the following: pork, chicken, fish or beef), rice, dessert, and juice or soda
- 120 Packed PM snacks with juice or soda (sandwich/burger/pasta/any heavy snack)
- Free flowing coffee / tea and water with chips / nuts / candies
- All with utensils

Note: Serving portions should be incorporated in the proposal, preferably with pictures. For discussion. Likewise, menu shall be subject to the approval of the end-user.

#### VII. APPROVED BUDGET FOR THE CONTRACT

The total Approved Budget for the Contract is ONE HUNDRED FORTEEN THOUSAND PESOS ONLY (P114,000.00), including all applicable taxes, delivery fees and other related expenses, and should cover all requirements enumerated above.

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

#### VIII. CONTACT PERSON

Contact Person : Mr. Ronell M. Alicante  
Address : Planning Service  
4th Floor, DOT Building  
351 Sen Gil Puyat Avenue, Makati City

Email Address : dcc@tourism.gov.ph

#### 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** 27/09/2022

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