



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9067263
Procuring Entity DEPARTMENT OF TOURISM
Title Packed Meals for Department of Tourism's 2nd Internal Quality Audit FY 2022
Area of Delivery

Solicitation Number: 2022-09-141	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	30/09/2022
Approved Budget for the Contract: PHP 380,000.00	Last Updated / Time	29/09/2022 16:31 PM
Delivery Period:	Closing Date / Time	03/10/2022 14:00 PM
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. BIDDER : Food Catering - Packed Meals Delivery Service

II. PROJECT TITLE : Department of Tourism's 2nd Internal Quality Audit FY 2022

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 DOT's 2nd Internal Quality Audit FY 2022.

IV. BACKGROUND:

Participants : DOT Officials and Employees
 Venue : DOT Central Office, 351 Sen. Gil Puyat Avenue, Makati City
 Dates : 17-31 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 one (1) day on 30 September, 2022:

October 17, 2022
AM Snacks 80 packs
Lunch 80 packs
PM Snacks 80 packs

October 18, 2022
AM Snacks 60 packs
Lunch 60 packs
PM Snacks 60 packs

October 19, 2022
AM Snacks 60 packs
Lunch 60 packs
PM Snacks 60 packs

October 20, 2022
AM Snacks 60 packs
Lunch 60 packs
PM Snacks 60 packs

October 27, 2022
AM Snacks 30 packs
Lunch 30 packs
PM Snacks 30 packs

October 28, 2022
AM Snacks 30 packs
Lunch 30 packs
PM Snacks 30 packs

October 31, 2022
AM Snacks 80 packs
Lunch 80 packs
PM Snacks 80 packs

Inclusions:

- 400 Packed AM snacks with juice or soda (sandwich/burger/pasta/any heavy snack)
- 400 Packed lunch with 3 viands (1 vegetable, 2 of the following: pork, chicken, fish or beef), rice, dessert, and juice or soda
- 400 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 THREE HUNDRED EIGHTY THOUSAND PESOS ONLY (P380,000.00), 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 29/09/2022

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