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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8304847
Procuring Entity DEPARTMENT OF TOURISM
Title Food Catering -Financial and Management Service FY2021 Year-end Assessment
Area of Delivery

Solicitation Number:	2021-12-0215	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	16/12/2021
Approved Budget for the Contract:	PHP 104,000.00	Last Updated / Time	15/12/2021 14:27 PM
Delivery Period:		Closing Date / Time	20/12/2021 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. BIDDER : Food Catering - Packed Meals Delivery Service

II. PROJECT TITLE : Financial and Management Service FY2021 Year-end Assessment

III. PURPOSE/OBJECTIVES :

The Department of Tourism – Financial and Management Service (DOT – FMS) 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 FMS FY2021 Year-end Assessment, that are reporting to the DOT Central Office as part of the DOT Skeletal Work Force.

IV. BACKGROUND:

Participants : DOT Officials and Employees
 Venue : DOT Central Office, 351 Sen. Gil Puyat Avenue, Makati City
 Dates : December 21, 2021, Tuesday
 December 22, 2021, Wednesday

V. MINIMUM REQUIREMENTS :

- A. Must be a Philippine organization capable of providing the following services:
1. Preparation and serving of food and beverage requirements for a corporate activity/event
 2. Logistical requirements
- B. Must be accredited with the Philippine Government Electronic Procurement

Systems (PhilGEPS);
C. Must be willing to provide services on send - bill arrangement

VI. SCOPE AND WORK DELIVERABLES :

Preparation and delivery of packed meals on the following dates:

December 21, 2021 (Tuesday)

- 50 Packed AM snacks with drinks (sandwich/burger/any heavy snack)
- 50 Packed lunch with drinks (25 packs of pork dish, vegetables, rice, and dessert; 25 packs of chicken dish, vegetables, rice, and dessert)
- 50 Packed PM snacks with drinks (sandwich/burger/any heavy snack)
- All with eating utensils

December 22, 2021 (Wednesday)

- 50 Packed AM snacks with drinks (sandwich/burger/any heavy snack)
- 50 Packed lunch with drinks (25 packs of pork dish, vegetables, rice, and dessert; 25 packs of chicken dish, vegetables, rice, and dessert)
- 50 Packed PM snacks with drinks (sandwich/burger/any heavy snack)
- All with eating utensils

Note: Serving portions should be incorporated in the proposal, preferably with pictures. For discussion.

VII. APPROVED BUDGET FOR THE CONTRACT

The total Approved Budget for the Contract is ONE HUNDRED FOUR THOUSAND PESOS ONLY (Php104,000.00) ONLY, 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 : Nicole Hilario
Address : Financial and Management Service (FMS) -
Management Division
4th Floor, DOT Building
351 Sen Gil Puyat Avenue, Makati City
Contact Number : 459 5200 local 410
Email Address : amhilario@tourism.gov.ph

Other Information

REQUIRED VALID DOCUMENTS TO BE SUBMITTED:

1. Current Mayor's/Business Permit/BIR Certification of Registration (Individual)
2. PHILGEPS' Registration Number or Certificate 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 15/12/2021

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