



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9432947
Procuring Entity DEPARTMENT OF TOURISM
Title Catering Services for the Conduct of the DRRM Operational Plan Workshop
Area of Delivery

Solicitation Number:	RFQ NP-SVP 2023-01-025	Status	Active
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	27/01/2023
Approved Budget for the Contract:	PHP 88,800.00	Last Updated / Time	27/01/2023 00:00 AM
Delivery Period:		Closing Date / Time	30/01/2023 11:00 AM
Client Agency:			
Contact Person:	Norjannah P Lucman Admin. Officer III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 nplucman@tourism.gov.ph		

Description

Procurement of Meal Provider or Food Catering

Purpose: DOT-TDPD is in need of services of a food catering that will provide catering services for the participants to the DRRM Operational Plan Workshop.

Participants: DOT Officials and Employees
 Venue: DOT Multipurpose Hall, Penthouse, DOT Building, Makati City
 Date: 05-17 February 2023

Minimum Requirements:
 - Must be accredited with PhilGEPS
 - Must be willing to provide on a send bill arrangement
 - Must be capable of providing the following services:
 * preparation and serving of F&B requirements
 * logistical and delivery requirements

Scope and Deliverables:

- A. Buffet Setup for lunch of 40 pax on 15-17 February 2023 (3 days)
-lunch includes rice, 2 viands, vegetables, dessert and soda/juice
- B. Snacks of 40 pax on 15-17 February 2023 (3 days)

- AM snacks
- PM snacks

C. Free flowing coffee, tea and water, with nuts, chis and candies

D. With uniform and well-trained waiter/food servers and service personnel at the food station

E. In the event that a special dietary requirement will be needed, the services provider must be flexible

Note: Menu for lunch and snacks shall be subject to the approval of the end-user

Other Information

THE PROPOSAL/QUOTATION must be addressed to:

To: PROCUREMENT MANAGEMENT DIVISION
Department of Tourism
Makati City

with details such as:

Name of the Bidder/Company:

Address of the Bidder/Company:

Title of the Project:

RFQ No. 2023-01-025

Other Information

In addition to the Proposal/Quotation, kindly submit the following Eligibility Requirements:

1. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area,

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.

2. PhilGEPS Registration Number

3. Latest Income/Business Tax Return (For ABC above PHP500, 000.00)

4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

Note: Kindly submit your quotations together with your eligibility requirements to nplucman@tourism.gov.ph on or before 30 January 2023, 11:00 am. Late and unsigned quotations shall not be accepted.

Created by Norjannah P Lucman

Date Created 26/01/2023

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