



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10323492
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Meals for the 18-Day VAW Campaign

Area of Delivery

Solicitation Number:	RFQ NP-SVP 2023-11-722	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 - General Support Services	Document Request List	0
Category:	Catering Services	Date Published	16/11/2023
Approved Budget for the Contract:	PHP 55,950.00	Last Updated / Time	16/11/2023 00:00 AM
Delivery Period:	4 Day/s	Closing Date / Time	20/11/2023 09:00 AM
Client Agency:			
Contact Person:	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425 taromanes@tourism.gov.ph		

Description

TECHNICAL SPECIFICATIONS

I. TITLE: Procurement of meals for the 18-Day VAW Campaign

II. LOCATION: DOT Central Office, Makati City

III. PURPOSE/ OBJECTIVES:

The observance of the 18-day campaign to end VAW aims to:

- 1) Raise awareness on the various forms of violence experienced by women and girls;
- 2) Observance of the 18-Day Campaign and its significance in combating VAW;
- 3) Information dissemination on the laws and legal protection in place for VAW and available VAW-related support services; and
- 4) Promote and inspire public support, solidarity, and participation in the campaign.

IV. APPROVED BUDGET FOR THE CONTRACT:

The total Approved Budget for the Contract is FIFTY-FIVE THOUSAND NINE HUNDRED FIFTY PESOS ONLY (P 55,950.00), including all applicable taxes, and should cover all requirements enumerated above.

V. MINIMUM REQUIREMENTS

1. Must be capable of providing the logistical and delivery requirements;
2. Must be accredited with the Philippine Government Electronic Procurement System (PhilGEPS); and
3. Must be willing to provide service on a send bill arrangement.

VI. SPECIFICATIONS

LOT I – P45,000

A. FLAG CEREMONY- 18 Day VAW Campaign Launching

Particulars Quantity

AM Snacks 300 pax

Participants : DOT Official and employees

Venue : DOT Ground Floor

Event : Flag Ceremony- 18 Day VAWC Launching

Date : Tuesday, 28 November 2023

No of pax : 300 pax

Type of service : Assisted buffet

*Menu shall be subject for the approval of end-user

LOT II- P10,950

B. FINALIZATION OF THE DOT GAD AGENDA

Particulars Quantity

AM Snacks 10 pax

Participants : DOT-GFPS Technical Working Group, DOT-GFPS Secretariat

Event : Finalization of the DOT GAD Agenda

Venue : DOT Conference Room

Dates : December 4-5, 2023

No. of Pax : 10 pax

Type of meal : Packed

*Menu shall be subject for the approval of end-user

*Subject to change of date/s

C. GFPS MEETING

Particulars Quantity

AM Snacks 15 pax

Lunch 15 pax

Participants : DOT- GFPS, DOT-GFPS Technical Working Group, DOT-GFPS Secretariat

Event : GFPS Meeting

Venue : DOT Conference Room

Date : Monday, December 11, 2023

No. of Pax : 15 pax

Type of meal : Packed

*Menu shall be subject for the approval of end-user

*Subject to change of date

VII. LOGISTICAL REQUIREMENTS : Must be delivered on the day of the actual event.

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 : Frances Cristie C. Balayon

Address : Office of Special Concerns- Program Coordination and Implementation Division

Contact Number : 459 5200 local 318

Email Address : fcbalayon@tourism.gov.ph

Prepared by: Recommending Approval:

Ruth T. Elequin Atty. Annvie E. Bacomo - Lapitan

Chief Director

Office of Special Concerns- PCID Office of Special Concerns

Approved by:

Paulo Benito S. Tugbang

Director

Office of Product and Market Development

Other Information

Partial bid is allowed. All goods are grouped in lots. Supplier/s shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be undertaken on a per lot basis.

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.Duly notarized Omnibus Sworn Statement.

Created by TERESITA A. ROMANES

Date Created 15/11/2023

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