

## Bid Notice Abstract

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### Request for Quotation (RFQ)

<b>Reference Number</b>	10963525
<b>Procuring Entity</b>	DEPARTMENT OF TOURISM
<b>Title</b>	Procurement of a Catering Services for the Conduct the Modernized Philippine Government Electronic Procurement System (M-PhilGEPS) Training on 01-03 July 2024
<b>Area of Delivery</b>	


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<b>Solicitation Number:</b>	RFQ NP-SVP 2024-06-0219	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	3
<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>	19/06/2024
<b>Approved Budget for the Contract:</b>	PHP 171,600.00	<b>Last Updated / Time</b>	19/06/2024 12:00 AM
<b>Delivery Period:</b>	3 Day/s	<b>Closing Date / Time</b>	24/06/2024 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	NAZER NIÑO L ALLANIGUE Administrative Officer I 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425  nlallanigue@tourism.gov.ph		

#### Description

I. PROJECT TITLE .  
DATE/VENUE

TERMS OF REFERENCE  
Procurement of Meals  
Modernized Philippine Government Electronic Procurement System (M-PhilGEPS) Training  
July 1 - 3, 2024 | 9:00 AM to 5:00 PM 1 6th fir.  
Multi- Purpose Hall, The IPO Building, 351 Sen. Gil J.  
Puyat Ave, Makati City

#### III. BACKGROUND/RATIONALE

As per Section 3(c) of RA No. 9184 and its 2016 revised IRR, all procurement must follow a streamlined process that applies uniformly to all government procurement. This process should be simple and adaptable to modern technology to ensure efficiency. Section 8.1.1 of the 2016 revised IRR designates the Philippine Government Electronic Procurement System (PhilGEPS) as the primary source of information on government procurement. PhilGEPS has been modernized to provide a fully electronic procurement system, covering all stages from planning to contract implementation.

On August 18, 2023, Procurement Service-PhilGEPS met with 20 pioneer agencies, including the Department of Tourism (DOT), to implement the Modernized PhilGEPS for FY 2023. As a result, the Administrative Service — Procurement Management Division (PMD) and the Training and Development Division (TDD) will conduct the M-PhilGEPS Training for 55 officials and employees. The training is scheduled on 01-03 July 2024 from 9:00 AM to 5:00 PM at 6th fir. Multi-Purpose Hall, The IPO Building, 351 Sen. Gil J. Puyat Ave, Makati City.

#### IV. MINIMUM REQUIREMENTS FOR SUPPLIER:

- Must be able to provide meals on the abovementioned date;
- Must be able to provide meal arrangements (buffet set-up) for fifty-five (55) pax;
- Must be able to provide safe, clean, and well-disinfected kitchen utensils;
- Must be compliant with the basic health and safety protocols against COVID-19 and/or at least with Safety Seal;

- Must be willing/flexible to provide meals in case of a change in schedule;
- Location must be near DOT Central Office, Makati City;
- Must be amenable to government payment procedures.

V. SCOPE OF WORK/DELIVERABLES:

The Training and Development Division is looking for an establishment to provide meals intended for the resource person, facilitator, and DOT Employees for the said program.

MEALS

For fifty-five (55) in-house participants, resource persons, facilitators, and DOT Employees.

LOVE V

THE PHILIPPINES N.—AS

The DOT Building, 351 Sen. Gil Puyat Ave., 1200 Makati City, Philippines

Tel. Nos. (632) 8459-5200 to 8459-5230 • www.tourism.gov.ph

Meal Arrangements:

A.M. Snacks: (Pansit/pasta, bread, and juice or softdrink

PhP 280.00 x 55 pax x 3 days = PhP 46,200.00.00

Lunch: Managed buffet — (3 dishes (beef. vegetable. fish rice, dessert or

- salad, and juice or soft drink)

PhP 480.00 x 55 pax x 3 days = PhP 79,200.00

- P.M. Snacks (Pansit/pasta bread, and juice or soft drink) PhP 280.00 x 55 pax x 3 days = PhP 46,200.00

Inclusions:

- Provision of free-flowing coffee, tea, and water from 8:00 am — 5:00 pm. Clean and well-disinfected/sanitized kitchen utensils.
- Provision of table cloth, napkins/tissues, and glasses/paper cups.

VI. PROJECT COST

Description	Unit	Quantity	Unit Price	Amount
Meal requirements				
A.M. Snacks	3	55 ax	PhP 280.00	PhP 46,200.00
Lunch	3	55 ax	PhP 480.00	PhP 79,200.00
P.M. Snacks	3	55 ax	PhP 280.00	PhP 46,200.00
<b>GRAND TOTAL</b>			<b>PhP 171,600.00</b>	

Vii. APPROVED BUDGET

One Hundred Seventy-One Thousand Six Hundred Pesos (PhP 171, 600.00) inclusive of applicable taxes. Expenses shall be charged to the FY 2024

MOOE — AS-PMD.

Viii. TERMS OF PAYMENT

Government Procedure

IX. CONTACT DETAILS

Name: Anne Jillian R. Liwanag

E-mail: arliwanag@tourism.gov.ph

Contact No.: 8459-5200 local 426/ Viber - 09179069569

**Other Information**

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 Certification/ Registration Number.

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

Note: Kind submit your proposals together with your eligibility requirements thru email and send it to nlallanigue@tourism.gov.ph on or before June 24, 2024 at 10:00 am. Late and unsigned quotations shall not be accepted.

**Created by** NAZER NIÑO L ALLANIGUE

**Date Created** 18/06/2024

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