

**TECHNICAL SPECIFICATION FOR THE SERVICES OF A FOOD SERVICE PROVIDER FOR THE CONDUCT OF DOT'S 2<sup>ND</sup> INTERNAL QUALITY AUDIT ON 11-22 NOVEMBER 2024**

- I. **BIDDER** : Food Service Provider
- II. **PROJECT TITLE** : DOT's 2<sup>nd</sup> Internal Quality Audit for FY 2024
- III. **PROJECT DATE** : 11-22 November 2024
- IV. **PURPOSE/ OBJECTIVE** : The Department of Tourism – Planning Service is in need of services of a Food Service provider engaged in the business of providing accommodation, meals, and land transport service for the conduct of DOT's 2<sup>nd</sup> Internal Quality Audit for FY 2024

V. **SCOPE OF WORK**

a. **Meals**

- 300 Packed AM/PM snacks with bottled juice or soda (sandwich/burger/pasta/any heavy snack)
- 150 Packed lunch with 3 viands (1 vegetable, 2 of the following: pork, chicken, fish or beef), rice, dessert, and bottled juice or soda
- Free flowing coffee / tea and water with chips / nuts / candies
- All with utensils

<b>Nov. 11, 2024</b>	
AM Snacks	40 packs
Lunch	25 packs
PM Snacks	20 packs
<b>Nov. 14, 2024</b>	
AM Snacks	30 packs
Lunch	30 packs
PM Snacks	30 packs
<b>Nov. 15, 2024</b>	
AM Snacks	10 packs
Lunch	10 packs
PM Snacks	30 packs
<b>Nov. 18, 2024</b>	
Lunch	15 packs
PM Snacks	15 packs
<b>Nov. 19, 2024</b>	
Lunch	15 packs
PM Snacks	15 packs
<b>Nov. 20, 2024</b>	
Lunch	10 packs
PM Snacks	10 packs
<b>Nov. 21, 2024</b>	
AM Snacks	10 packs
Lunch	20 packs
PM Snacks	35 packs
<b>Nov. 22, 2024</b>	
AM Snacks	15 packs
Lunch	25 packs
PM Snacks	40 packs

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- **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 and schedule of delivery may be subject to change provided that the end-user must give notice.**

VI. **BUDGET**

The approved total budget is **One Hundred Forty-Two Thousand Five Hundred Pesos (Php 142,500.00)**, inclusive of all taxes and other applicable fees. The winning bidder shall be determined based on the proposal with most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget. Further, winning bidder must be willing to provide services on send-bill arrangement.

Project cost shall be charged against the Planning Service Continuing Appropriation 2023, subject to existing accounting and auditing rules.

VII. **CONTACT PERSON**

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**APPROVED BY:**

  
**ALAIN C. QUESEA**  
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