


Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8245948
Procuring Entity DEPARTMENT OF TOURISM
Title CATERING SERVICES FOR QUALITY MANAGEMENT SYSTEM RE-CERTIFICATION AUDIT
Area of Delivery  [Printable Version](#)

Solicitation Number:	2021-11-0192	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	30/11/2021
Approved Budget for the Contract:	PHP 163,200.00	Last Updated / Time	29/11/2021 4:58 PM
Delivery Period:		Closing Date / Time	03/12/2021 10:00 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

DEPARTMENT OF TOURISM
TERMS OF REFERENCE

I. BIDDER : Food Catering - Packed Meals Delivery Service

II. PROJECT TITLE : Quality Management System Re-Certification Audit

III. PURPOSE/OBJECTIVES :

The Department of Tourism – Planning Service 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 Quality Management System (QMS) Re Certification Audit, 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 9, 2021, Thursday
December 10, 2021, Friday

V. MINIMUM REQUIREMENTS :

- Must be capable of providing the following services:
 - Preparation and serving of food and beverage requirements for a corporate activity/event.
 - Logistical and delivery requirements
- Must be accredited with the Philippine Government Electronic Procurement Systems (PhilGEPS);

3. Must be willing to provide services on a send – bill arrangement

VI. SCOPE AND WORK DELIVERABLES :

Preparation and delivery of packed meals for two (2) days on 09 to 10 December 2021:

AM Snacks Php 180 x 100* pax x 2 days = Php 36,000

Lunch Php 380 x 100* pax x 2 days = Php 76,000

PM Snacks Php 180 x 100* pax x 2 days = Php 36,000

Dinner Php 380 x 20* pax x 2 days = Php 15,200

TOTAL APPROVED BUDGET FOR MEALS = Php 163,200

* Estimated number of pax only. The DOT will confirm the final number of pax 1 week before the activity. Payment will depend on the actual number of pax confirmed.

Inclusions:

- 200 Packed AM snacks with drinks (sandwich/burger/pasta/any heavy snack)
- 200 Packed lunch with drinks (should include beef, fish, pork or chicken, vegetable, rice, salad, and dessert)
- 200 Packed PM snacks with drinks (sandwich/burger/pasta/any heavy snack)
- 40 Packed dinner with drinks (should include beef, fish, pork or chicken, vegetable, rice, salad, and dessert)
- All with eating utensils

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.

VII. APPROVED BUDGET FOR THE CONTRACT

The total Approved Budget for the Contract is ONE HUNDRED SIXTY THREE THOUSAND TWO HUNDRED PESOS (163,200) 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 : Mr. Bryan D. Du / Ms. Merlyn Baal

Address : Planning Service

4th Floor, DOT Building

351 Sen Gil Puyat Avenue, Makati City

Email Address : oddu@tourism.gov.ph / mqbaal@tourism.gov.ph

Contact Number : +639179735476 / +639178228562

Prepared by: Noted by:

ORLANDO BRYAN D. DU -Project Officer

DIR. MILAGROS Y. SAY

OIC – Assistant Secretary

Planning Service Administration and Finance

Other Information

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.Original or certified true copy of duly notarized Omnibus Sworn Statement.

Created by MAITA SUMOGAD DANTE

Date Created 29/11/2021

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