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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6659260
Procuring Entity DEPARTMENT OF TOURISM
Title QMS Third Party Surveillance Audit on November 26, 2019
Area of Delivery Metro Manila

Solicitation Number:	2019-11-318	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	1
Category:	Catering Services	Date Published	16/11/2019
Approved Budget for the Contract:	PHP 104,000.00	Last Updated / Time	16/11/2019 00:00 AM
Delivery Period:	1 Day/s	Closing Date / Time	19/11/2019 10:00 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 norjannahlucman@gmail.com		

Description

TERMS OF REFERENCE

Quality Management System (QMS) Third Party Surveillance Audit
26 November 2019, 6th Floor Multi-Purpose Hall, DOT Building, Makati City

I. REQUIREMENTS AND DELIVERABLES

- Catering Service Package for 26 November 2019
Lunch Buffet: Php 480 x 100 pax = Php 48, 000.00
AM & PM Snacks: Php 560 x 100 pax = Php 56, 000.00
- TOTAL APPROVED BUDGET = Php 104, 000.00

II. VENUE

- Department of Tourism (DOT) Building, Makati City

III. INCLUSIONS

- Must provide waiter service/food servers.
- Must be able to provide uniformed and well-trained banquet service personnel at the food station.
- Menu of AM and PM Snacks should include local delicacies, pasta/noodles, muffins and chips; (menu must be approved by the end-user).
- Menu of Buffet Lunch should include soup, beef, fish, pork or chicken, vegetable, dessert, rice, salad with one round of drink (menu must be approved by the end-user). In the event that a special dietary requirement will be needed, the service provider must be flexible with food choices.
- Drinks should not be limited to iced tea and soda.
- Must provide the following:
- Free flowing coffee/hot tea and water station with nuts, chips and candies.

- Food Station shall be determined by the Project Officer.
- Table and Table set-up with complete utensils for Lunch, AM and PM Snacks.
- Catering Service Provider must possess the following qualifications:
 - A minimum of five (5) years of providing catering services to government agencies; and
 - At least two (2) certificates of satisfactory service rendered issued by another government agency/ies for the past two (2) years.

IV. TERMS OF PAYMENT

- Must be willing to provide service on a send-bill arrangement (Government Procedure)

V. CONTACT PERSON

Ms. Laarni Jaraplasan
 Planning Division, Planning Service
 Tel no. 459-5200 loc. 416
 Email: lani.jaraplasan@yahoo.com.ph

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Catering Services	Catering Services (AM/PM Snack and Buffet Lunch)	1	Lot	104,000.00

Created by Norjannah P Lucman

Date Created 15/11/2019

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