



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8028985
Procuring Entity NATIONAL MUSEUM - MANILA METRO MANILA
Title PROCUREMENT OF CATERING SERVICES FOR THE GAD PLANNING AND BUDGETING OF THE NATIONAL MUSEUM OF THE PHILIPPINES
Area of Delivery Metro Manila

Solicitation Number:	NMP-SMS-2021-09-0052	Status	In-Preparation
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	26/09/2021
Approved Budget for the Contract:	PHP 120,600.00	Last Updated / Time	24/09/2021 15:08 PM
Delivery Period:	3 Day/s	Closing Date / Time	29/09/2021 10:00 AM
Client Agency:			
Contact Person:	Ana Concepcion Mallari Plang ADMINISTRATIVE OFFICER V P. Burgos St. Ermita Manila Metro Manila Philippines 1000 63-2-3316150 supply@nationalmuseum.gov.ph		

Description

The National Museum of the Philippines (NMP), through the Supply Management Section (SMS), Support Procurement Unit (SPU), invites all eligible suppliers/ merchants/ contractors to bid for the project mentioned above. Bids received in excess of the ABC shall be automatically rejected.

The procurement will be conducted through Alternative Mode of Procurement – Negotiated Procurement, Section 53.9 (Small Value Procurement) of the 2016 Revised IRR of R.A. 9184 otherwise known as the "Government Procurement Reform Act".

Approved Budget for the Contract (ABC): One Hundred Twenty Thousand Six Hundred Pesos (PhP 120,600.00).

Note: Please see attached Terms of Reference.

Bids must be duly received by the BAC Secretariat SPU through manual submission at the office address indicated below. LATE BIDS SHALL NOT BE ACCEPTED.

In view thereof, the BAC Secretariat SPU requests the submission of your Price Quotation/Bid Proposal for the above project on or before September 29, 2021, not later than 10:00 A.M. Kindly place your quotation/bid proposal in a SEALED ENVELOPE together with three (3) copies the following documentary requirements:

- (a) PhilGEPS Registration Number;
- (b) Mayor's /Business Permit;
- (c) DTI Certificate/SEC Registration Certificate;
- (d) Latest Income Tax (paid through the BIR EFPS with BIR Stamp); and
- (e) Revised Omnibus Sworn Statement (duly Notarized with seal).

The envelope shall bear the following:

- (a) Title of the project to be bid,
- (b) PhilGEPS Posting Reference Number,
- (c) Name, Address and Contact Number of the bidder; and
- (d) Addressed to the information indicated below.

The NMP reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

ANA CONCEPCION M. PIANG
Administrative Officer V - SMS
2/F, Supply Section, North Annex of the
National Museum of Fine Arts Building (Motorpool),
Padre Burgos Street, Manila 1000
Tel. No. 8298-1100 Local 1029

ANA CONCEPCION M. PIANG
Administrative Officer V - SMS

Created by Ana Concepcion Mallari Plang
Date Created 24/09/2021



TERMS OF REFERENCE

I. PROJECT TITLE

Procurement of Catering Services for the GAD Planning and Budgeting of the National Museum of the Philippines.

II. OBJECTIVE

To provide *lunch* and *merienda* to sixty-seven (67) persons during the GAD Planning and Budgeting of the National Museum of the Philippines to be held on October 6-8, 2021.

III. APPROVED BUDGET FOR THE CONTRACT

One Hundred Twenty Thousand and Six Hundred Pesos (Php 120,600.00) inclusive of tax.

IV. SCOPE OF WORK

1. The GAD Planning and Budgeting – *Packed Lunch and Packed afternoon Merienda* package for ~~67~~ ^{SIXTY SEVEN (67)} persons. The *Lunch* shall be served at exactly 11:30 in the morning and *Merienda* at 2:00 in the afternoon, on October 6-8, 2021.
Food to be served for **Lunch (11:30 A.M.)**

- Meat
 - Fish
 - Chicken
 - Steamed Rice
 - Dessert – Creamy Buko Pandan
 - Drinks (Purified drinking water, pandan-gulaman)
- Food to be served for **Merienda (2:00 P.M.)**
- Palabok/Pancit
 - Fresh Vegetable Lumpia
 - Assorted Native Kakanin
 - Drinks (purified drinking water, pandan-gulaman)

V. CRITERIA AND BID EVALUATION

The Technical Working Group (TWG) of the Bids and Awards Committee, together with the members of the GAD Focal Point System (GFPS) Secretariat, shall evaluate the offer of the bidder using the following criteria:

Offered Bid Price	= (Bid Price/ABC) *50%
Quality of Food	10%
Quantity and Choices of Food	10%
Presentation	10%
Type of Food	10%
Cleanliness and Hygiene	10%
TOTAL:	100%

Bid evaluation shall be done prior to award in the form of free food tasting which will be scheduled by the TWG and end-user.

VI. BIDDER QUALIFICATION

- The winning bidder must have the following qualifications:
- Must have personnel adequately trained in food preparation, hall arrangement, table setting and serving.
- Must have certificate of food safety and hygiene issued by concerned government agency;
- Employees must wear appropriate attires;

VII. BIDDER OBLIGATION

- Ensure and maintain sanitation and quality of the food to be served;
- Ensure that food shall be served on time; and
- Shall collect and disposed waste and left-over foods after the event.

VIII. ADDITIONAL CONDITION

- In the event that the winning bidder failed to comply with the criteria as enumerated in this Terms of Reference, the National Museum has the right to unilaterally terminate the contract with the winning bidder. In this case, termination shall take effect upon receipt of the Notice of Termination and the bidder shall be paid only for the rendered services.
- The food package to be served during the event shall be of the same quality with the food presented during food tasting.
- In case of food poisoning, winning bidder shall be directly and solely accountable to the victims.
- In case of discovered spoiled food or mishandled food, national Museum shall not pay the said food.
- In case of undelivered or unserved food, National Museum shall not pay the same.
- Pork shall not be mixed with other food so that employees who are prohibited from consuming the same shall have options.

Prepared by:



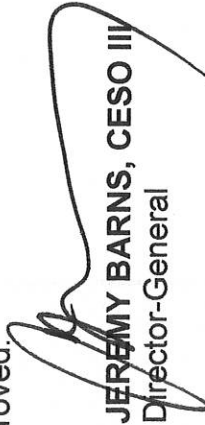
ALVIN ANTHONY CLAVERIA
Administrative Officer V

Recommending Approval:



ANA MARIA THERESA P. LABRADOR., Ph.D.
Deputy Director-General for Museums

Approved:



JEREMY BARNES, CESO III
Director-General