



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8599769
Procuring Entity NATIONAL MUSEUM - MANILA METRO MANILA
Title PROCUREMENT OF CATERING SERVICES FOR THE ISO 9001:2015 REFRESHER COURSES TRAINING SESSION
Area of Delivery Metro Manila

Solicitation Number:	NMP-SMS-2022-04-0044	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 - General Support Services	Document Request List	0
Category:	Catering Services	Date Published	13/04/2022
Approved Budget for the Contract:	PHP 84,000.00	Last Updated / Time	12/04/2022 07:41 AM
Delivery Period:	30 Day/s	Closing Date / Time	18/04/2022 10:00 AM
Client Agency:			
Contact Person:	Ana Concepcion Mallari Piang 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): Eighty-Four Thousand Pesos (PhP 84,000.00).
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 April 18, 2022, 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 Piang
Date Created	12/04/2022

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I. PROJECT TITLE

II. OBJECTIVE

III. APPROVED BUDGET FOR THE CONTRACT

- | Particulars | Lot 1 |
|---|---|
| Delivery Dates | 20-22 April 2022

4-6 May 2022

(actual activity dates) |
| Total no. of participants/ personnel | 20-22 April

35 pax

4-6 May

35 pax |
| Allotment | Php 400 per pax inclusive of tax (AM snacks, lunch, PM snacks) |
| Duration and Time of serving during the actual activity date | 8:00 a.m. – 5:00 p.m. (activity duration) |
| AM snacks | 10:00 a.m. |
| Lunch | 12:00 p.m. |
| PM snacks | 3:00 p.m. |
| Menu | |
| AM snacks | Snacks (sandwich/bread) and beverage/water (not soft drinks); free-flowing coffee |

Lunch	At least 1 viand (chicken and/or beef), vegetable side-dish, rice, dessert, and water
PM snacks	Snacks (sandwich/bread) and beverage/water (not soft drinks); free-flowing coffee
Inclusions	• The NM will provide tables and space for the food packing and distribution. However, setting/dressing up of tables shall be the responsibility of the winning bidder. • The winning bidder shall provide four (4) staff to take charge in the food preparations and distribution. • All meals should be individually packed (in separate food containers with wrapped utensils) in consideration of the health and safety protocols during the COVID-19 pandemic • Disposal and management of waste and related food waste, following proper segregation protocols, shall be the responsibility of the winning bidder.

V. CRITERIA FOR BID EVALUATION

The Technical Working Group (TWG) for this activity together with the members of the QMS Steering Committee and Secretariat shall evaluate the offer of the bidder using the following criteria:

CRITERIA	RATING/POINTS
Offered Bid Price	=(Bid price/ABC) 50%
Quality of food	10%
Quantity and choices of food	10%
Presentation	5%
Type of food	10%
Cleanliness and Hygiene	15%
TOTAL :	100%

Bid evaluation shall be done prior to award a menu selection should be provided by the Bidder

VI. BIDDER'S QUALIFICATION

The winning bidder must have the following qualifications:

- Must have fully vaccinated staff and adept in the observance of COVID-19 Protocol set by the IATF for health protection and safety;
- Must have staff with no exposure to known COVID-19 positive individuals, or has been to places with high rate of active COVID-19 infection;
- Must have staff equipped with face mask--KN95 required;
- Must have personnel adequately trained in food preparation, packing and distribution;
- Staff must wear appropriate attire

VII. BIDDER'S OBLIGATION

- Shall ensure the complete preparation of food packs for merienda (a.m. and p.m. snacks); and lunch to be served/distributed to NM employees.
- Ensure and maintain sanitation and quality of the foods to be served;

- Ensure that foods shall be served on time; and
- Shall collect, properly segregate, and dispose waste and left-over food in the designated area for the food preparation and distribution after the event.

VIII. ADDITIONAL CONDITION

- In the event that the winning bidder fails 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.
- 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 for the said contaminated food.
- In case of undelivered or unserved food, National Museum shall not pay the same.
- Pork, beef, seafoods, chicken shall not be mixed with other food so that employees who are prohibited from consuming the same shall have options.

IX. PROCESSING OF PAYMENT

- 100% Payment will be processed upon the satisfactory acceptance of the services provided during the last delivery date of the activity.

Prepared by:



NOEL OLIVER K. MATURINGAN
Planning Officer II
Planning, Management Information Systems Section

Reviewed and Submitted by:



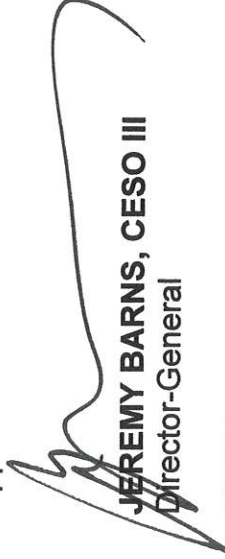
MARIANATHE KAY MISA
Board Secretary IV /
OIC-Planning, Management Information Systems Section

Recommending Approval:



ATTY. MA. ROSENNE M. FLORES-AVILA
Deputy Director-General for Administration
Vice-Chairperson, NM Task Force Committee

Approved:



JEREMY BARNES, CESO III
Director-General