

12 November 2024

ATTN: MS. EDWINA T. MONDOÑEDO

Chief Operating Officer

Barbara's Food Inc.

Email: barbarasfoods@yahoo.com / winnmondonado2009@yahoo.com

REQUEST FOR QUOTATION (RFQ) No. 2024-11-312

PURCHASE REQUEST (PR) No. 11.013

REQUIREMENTS: SERVICE PROVIDER FOR THE FOOD AND BEVERAGE REQUIREMENTS WITH CULTURAL ENTERTAINMENT FOR THE THEMED DINNER OF THE 13TH ASIAN BIRD FAIR

The Tourism Promotions Board Philippines (TPBPHL), through its Bids and Awards Committee (BAC) intends to procure the **Service Provider for the Food and Beverage Requirements with Cultural Entertainment for the Themed Dinner of the 13th Asian Bird Fair**. The **Approved Budget for the Contract (ABC) is THREE HUNDRED THOUSAND PESOS ONLY (Php300,000.00)**. Financial proposal in excess of the ABC shall be automatically rejected.

The procurement of the requirement shall be undertaken thru **Section 50 (a) - Direct Contracting** in accordance with the provisions of Annex "H" of the revised Implementing Rules and Regulations of the Republic Act No. 9184, otherwise known as the Government Procurement Law.

The TPBPHL through the BAC Secretariat is inviting the **Barbara's Food Inc.** to submit a quotation for the Service Provider for the Food and Beverage Requirements with Cultural Entertainment for the Themed Dinner of the 13th Asian Bird Fair. The complete details of the requirements are provided in the Technical Specifications attached hereto.

Please submit your **quotation together with the duly accomplished Technical Compliance and the relevant documents enumerated below** to the email address ada_cruz@tpv.gov.ph / bac_sec@tpb.gov.ph no later than 15 November 2024 at 12:00 PM.

Following are the relevant documents:

1. Mayor's/ Business Permit
2. PhilGEPS Registration Number/ Certificate

3. BIR Certificate of Registration

For any clarification, you may send an email to the BAC Secretariat at the addresses stated above.

Please be informed that the Tourism Promotions Board is evaluating our suppliers' performance based on these criteria: Quality (40%), Cost (25%), Timeliness (25%), and Customer Service (10%).

Thank you very much.


ROSELLE D. ROMERO
Acting Head
Procurement Management Division

Contact person: Ada Cruz

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

SERVICE PROVIDER FOR THE FOOD AND BEVERAGE REQUIREMENTS WITH CULTURAL ENTERTAINMENT FOR THE THEMED DINNER OF THE 13TH ASIAN BIRD FAIR

Bidders must state here either “**Comply**” or “**Not Comply**” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. **Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidder Bid and cross-referenced to that evidence. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.**

ITEM NO.	SPECIFICATIONS	STATEMENT OF COMPLIANCE
1	<p>SCOPE OF WORK/SERVICES/DELIVERABLES</p> <p>The TPB needs the Services of Food and Beverage with Cultural Entertainment for the themed dinner of the 13th Asian Bird Fair on 21 November 2024</p> <p>DINNER Date: 21 November 2024 Venue: Barbara’s Heritage Restaurant Number of pax: 200 pax</p> <p><i>*Dates are subject to change based on advise of TPB and concerned proponent</i></p>	
2	<p>Provider must be able to offer a wide selection of international (including Filipino) buffet selection with one round of drink. (Submit menu for selection prior to the event).</p>	
3	<p>Must be able to provide sufficient number of uniformed and well-trained banquet service personnel; standby waiters for all VIP tables and a dedicated Event Sales Leader to attend all arrangements.</p>	

STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

4	Must be able to accommodate dietary restrictions of guests (i.e., halal, vegetarians, pescetarian, diabetics, people with allergies)	
5	<p>F&B provider must be:</p> <ol style="list-style-type: none"> 1. An accredited member of the Philippine Government Electronic Procurement System (PhilGEPS) 2. Legally established under the Philippine Laws 3. Operating a food business for the last three (3) years 4. Preferably, an accredited establishment of the Department of Tourism (DOT) 	
14	<p>PROJECT IMPLEMENTATION</p> <p>Date/Time: 21 November 2024, Thursday Venue: Barbara’s Heritage Restaurant</p> <p><i>*Dates are subject to change based on advise of TPB and concerned proponent</i></p>	
15	<p>CONTRACT DURATION</p> <p>The contract shall commence from the date of receipt of the Notice to Proceed (NTP) until the full implementation of all deliverables.</p>	

Name of Company/Bidder

Signature over Printed Name
of Representative

Date

TECHNICAL SPECIFICATIONS

SERVICE PROVIDER FOR THE FOOD AND BEVERAGE REQUIREMENTS WITH CULTURAL ENTERTAINMENT FOR THE THEMED DINNER OF THE 13TH ASIAN BIRD FAIR

21 November 2024

I. BACKGROUND

The Wild Bird Club of the Philippines will be organizing the 13th Asian Bird Fair on 20-24 November 2024 at The Tent, Las Piñas City which will be attended by 100 local and 100 foreign delegates from 17 different countries: Mongolia, China, Japan, Korea, Malaysia, Singapore, Indonesia, Thailand, Cambodia, Nepal, Bhutan, India, Sri Lanka, Australia, Colombia, Peru, and Taiwan.

The 13th Asian Bird Fair will highlight the different bird fairs/festivals in Asia and promotes birdwatching as an ecotourism activity. It will also highlight the ecotourism potential, as well as the cultural aspect of the host city/destination.

The Wild Bird Club of the Philippines has requested the Tourism Promotions Board (TPB) for a hosted themed dinner with cultural show on 21 November 2024 at their official dinner venue.

In return, Wild Bird Club expressed the prominent placement of the TPB logo on all their event marketing collaterals including banners, posters, jerseys and social media platforms, live acknowledgement of TPB's contribution during their programs, inclusion of TPB logo on event related communication materials and press releases, time allotment for TPB's representative to present the PMT Program and airing of TPB-PMT's official Philippine National Anthem video during their respective programs.

By supporting these events, TPB aims to promote more exhibitions and adventure tourism in the Philippines.

The Tourism Promotions Board needs the Services of Food and Beverage with Cultural Entertainment for the themed dinner of the 13th Asian Bird Fair on 21 November 2024.

II. OBJECTIVE

This exhibition aims to foster meaningful discussions relative to their thrust for environmental education for school children through lectures and games, especially on the study of birds or ornithology and its conservation. The event also aims to promote birdwatching as an

ecotourism activity through the forums and panel discussions with participating exhibitors and speakers.

III. SCOPE OF WORK / SERVICES

A. Specifications

TPB Assistance	Hosted themed dinner with cultural show
Event	13 th Asian Bird Fair
Venue	Barbara's Heritage Restaurant
Date / Time	21 November 2024
No. of Pax	200 pax

Provider must be able to offer a wide selection of international (including Filipino) buffet selection with one round of drink. (Submit menu for selection prior to the event)

- B. Must be able to provide sufficient number of uniformed and well-trained banquet service personnel; standby waiters for all VIP tables and a dedicated Event Sales Leader to attend to all arrangements.
- C. Must be able to accommodate dietary restrictions of guests (i.e., halal, vegetarians, pescetarian, diabetics, people with allergies)

IV. INDICATIVE PROJECT IMPLEMENTATION SCHEDULE

21 November 2024, Thursday

Note: Dates are Subject to change based on advise of TPB and concerned proponent

V. ELIGIBILITY REQUIREMENTS

The F&B provider must be:

1. An accredited member of the Philippine Government Electronic Procurement System (PhilGEPs).
2. Legally registered establishment under the Philippine Laws
3. Operating a food business for the last three (3) years
4. Preferably, an accredited establishment of the Department of Tourism (DOT)

VI. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract (ABC) is THREE HUNDRED THOUSAND PESOS ONLY (PHP300,000.00) inclusive of all applicable fees and taxes.

VII. TERMS OF PAYMENT

- A. Supplier must be amenable to no down payment policy.
- B. Supplier must be amenable to send bill arrangement.
- C. Full payment is thirty working days after services are rendered in full/complete.
- D. Supplier must submit a Statement of Account (SOA) / Billing Statement for the processing of payment:

The Statement of Account / Billing Statement with detailed costs for all services rendered to include management fee must be addressed to:

TOURISM PROMOTIONS BOARD PHILIPPINES

6TH Floor, Five E-Com Center, Harbor Drive, MOA Complex, Pasay City c/o MICE Department

- E. Payment will be made through the Land Bank of the Philippines (LBP) account. Should the winning bidder not have an account in LBP, bank charges to a preferred alternate bank will be shouldered by the bidder.

VIII. CONTRACT DURATION

The contract shall commence from the date of receipt of the Notice to Proceed (NTP) until the full implementation of all the deliverables.

IX. PROJECT OFFICER CONTACT INFORMATION

DAN JOSEPH B. FERROLINO

MICE Department

dan_ferrolino@tpb.gov.ph