



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number	10261652
Procuring Entity	DEPARTMENT OF EDUCATION - DIVISION OF VIGAN CITY
Title	Meals, Accommodation and Venue for the Whole Brain Approach and Mindfulness Practice for Effective Development of Well-Being, Literacy and Numeracy Skills in Post-Pandemic Era
Area of Delivery	Ilocos Sur

Solicitation Number:	depedvigancity-2023-051	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods - General Support Services	Bid Supplements	0
Category:	Hotel and Lodging and Meeting Facilities	Document Request List	0
Approved Budget for the Contract:	PHP 810,000.00		
Delivery Period:	8 Day/s		
Client Agency:		Date Published	26/10/2023
Contact Person:	Meynard Jerel Tremor Luczon Head, BAC Secretariat Mena Crisologo St. corner Rivero St. Vigan City Ilocos Sur Vigan City Ilocos Sur Philippines 2700 63-077-6320533 63-077-6320533 vigan.city@deped.gov.ph	Last Updated / Time	25/10/2023 19:01 PM
		Closing Date / Time	03/11/2023 01:00 AM

Description

TECHNICAL SPECIFICATIONS:

BUFFET MEALS (breakfast, lunch, and dinner) and Snacks Requirements

Menu as follows:

Day 1

AM Snacks: arrozcaldo with 1 boiled egg, canned juice

Lunch: rice, pork sinigang, fried bangus belly, fruit in season, bottled water

PM Snacks: sotanghon guisado with 1 stick barbecue, canned juice

Dinner: rice, igado, beef pochero, fruit in season, bottled water

Day 2

Breakfast: rice (plain or fried), beef tapa, lomo-lomo, fruit in season, coffee/chocolate/milk

AM Snacks: miki with 2 slices of biko-biko, canned juice

Lunch: rice, grilled porkchop, chopsuey, fruit in Season, bottled water

PM Snacks: canton guisado with 2 pcs. shanghai, canned juice

Dinner: rice, pork adobo, sinigang na bangus belly, fruits in season, bottled water

Day 3

Breakfast: rice (plain or fried), scrambled egg, fried daing, asparagus soup, fruit in season, coffee/chocolate/milk

AM Snacks: Pipian with choice cut chicken, canned juice

Lunch: Rice, fried chicken, buttered mixed veggies, fruit in season, bottled water

PM Snacks: clubhouse sandwich, canned juice

Dinner: rice, sweet and sour fish fillet, pork menudo, crab and corn soup, fruit in season, bottled water

FUNCTION HALL

- Available starting 7:30 AM onwards on December 4, 2023
- Can accommodate 100 participants with enough space to move and ensure social distancing.
- Well-lighted and well-ventilated.
- With working tables and chairs.
- With complete and clear audio-visual equipment with stand-by technicians/assistants (e.g., LCD, projection screen, whiteboard, whiteboard eraser, clear sound system, clear microphone, extension cords, microphone stands, lectern, etc.)
- With unlimited access to stable and strong internet/wi-fi in all areas of the venue (for online monitoring and evaluation purposes)
- no pillars or posts in the middle of the function room, or anything that may obstruct participant’s view.
- Waived charges on electricity (laptops, LCD, printer, etc.)
- With accessible comfort rooms.
- With water and/or coffee station.

ACCOMMODATION OF PARTICIPANTS

- Batch 1 Check-in Time: December 3 at 12 noon; and Check-out Time: December 7 at 12 noon
- Batch 2 Check-in Time: January 9 at 12 noon; and • Check-out Time: January 13 at 12 noon
- Standard room that can accommodate up to 8 persons (ensuring that the room is big enough for social distancing and so as not to restrict the movement of the occupants)
- Clean room, including the beddings/linens and restroom with the provision of toiletries
- Air-conditioned room
- 24-hour Hot and Cold shower

ACCOMODATION OF RESOURCE SPEAKER

- Room Sharing with Meals for 2 pax
 - Inclusive of Breakfast, Lunch and Dinner
 - With 2 single beds
 - Clean room, including the beddings/linens and restroom with the provision of toiletries
 - Air-conditioned room
- Batch 1 Check-in Time: December 3 at 12 noon; and Check-out Time: December 7 at 12 noon
- Batch 2 Check-in Time: January 9 at 12 noon; and • Check-out Time: January 13 at 12 noon

OTHER REQUIREMENTS

- Cleanliness – function hall, restroom, hallway, coffee/tea area, dining area
 - Provision for the backdrop of the activity
 - With standby waiters, security officers, front desk personnel, and housekeeping services
 - Free use of service vehicle (for emergency purposes)
 - Readily available meal buffer (for Day 1 and Day 2)
- Prospect Service Provider: within Metro Vigan

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Meals, Accommodation and Venue for Whole Brain	Refer to the Technical Specifications	1	Lot	810,000.00

Created by Meynard Jerel Tremor Luczon
Date Created 25/10/2023

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