



REPUBLIKA NG PILIPINAS
TANGGAPAN NG PANGULO
LUPON SA MGA LARO AT LIBANGAN
(GAMES AND AMUSEMENTS BOARD)
Legaspi Towers 200, Paseo de Roxas, Makati City
Tel. Nos. 812-57-13 * Fax 816-31-28
supply@gab.gov.ph
www.gab.gov.ph

GAB – BIDS AND AWARDS COMMITTEE

REQUEST FOR PROPOSAL

The Games and Amusements Board (GAB) through its Bids and Awards Committee (BAC) hereby invites all interested suppliers/caterers registered with the Philippine Government Electronic Procurement System (PhilGEPS), to quote their lowest price on the items listed below, subject to the General Conditions stated herein, and submit their quotation duly signed by their Authorized Representatives not later than November 30, 2017.

Name of Project	Catering Service for Seminar Cum Team Building of GAB officials & employees of the Board from December 5, 6, 7, & 8, 2017.
Approved Budget for the Contract	Ninety Thousand Pesos (P 119,000.00)
Location	2 nd Floor Legaspi Tower 200, Paseo de Roxas St., Makati City

I. TERMS OF REFERENCE:

- a. The prospective bidder shall bid for the supply and delivery of catering services, providing the specified meals:
 - i. **Menu: Buffet:** Dinner for 170 persons at P700.00 (Minimum of three viands: meat, fish, vegetables, dessert and soup), high quality rice, unlimited serving of water.
 - ii. **Delivery Details:** Delivery should be made with ample time for set-up on or before the schedule time
 - iii. **Table Set-up:** Buffet set-up with complete set of dinnerware, glassware and all necessary dining materials, for 170 person with reasonable allowance and ready for serving before 5PM.
 - iv. **Attendants:** two or more well trained food attendants and at least two waiters-in proper uniforms

II. GENERAL CONDITIONS:

- a. All quotations must be signed and typewritten in the Company's Letterhead.
- b. Documentary requirement such as BIR Certificate of Registration, PhilGEPS Registration Certificate, Income/Business Tax Returns
- c. Caterer with Lowest/Single Calculated and Responsive Bid (L/SLRB) shall agree to provide a taste test for the BAC Members with approximately 5-10 persons.
- d. Prospective caterer must have at least (3) years' experience in providing catering services, as affirmed by certified true copies of business registration and a list of previous clients.
- e. The caterer shall cover all other incidental expenses in fulfillment of the contract.
- f. All bid tenders shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation.

For further inquiries, please coordinate with Ms. Rosemarie Ruth S. Jakosalem at telephone number 812-5713 and telefax 8163128. The proposal may also be submitted through email at supply@gab.gov.ph or delivered a hard copy to:

Bids and Awards Committee
2nd Floor Legaspi Tower 200,
Paseo de Roxas St., Makati City

The GAB reserves the right to accept or reject any or all Quotations/Bids, to waive any minor defects therein, to annul the bidding process, and to reject all quotations/bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders, and to accept only the offer that is most advantageous to the Government.

The GAB assumes no responsibility whatsoever to compensate or indemnify the bidder for any expense incurred in the preparation of their Quotation/Bid

SIGNED
CHAIRMAN
Bids and Awards Committee