



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6785390  
**Procuring Entity** DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - REGION V  
**Title** FOOD AND ACCOMMODATION AND FREE USE OF HALL FOR THE ROLL-OUT TRAINING WORKSHOP ON SWDI BASED PARTNERSHIP ENGAGEMENT IN ALBAY  
**Area of Delivery** Albay

<b>Solicitation Number:</b>	F 1912-0398	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services		
<b>Approved Budget for the Contract:</b>	PHP 87,000.00	<b>Document Request List</b>	0
<b>Delivery Period:</b>			
<b>Client Agency:</b>		<b>Date Published</b>	07/01/2020
<b>Contact Person:</b>	Eva D. Bañares Head, BAC Secretariat Magnolia St., PBN Buragwis, Legazpi City Albay Philippines 4500 63-52-4805670 63-52-4805670 fo5bacsec@gmail.com	<b>Last Updated / Time</b>	07/01/2020 00:00 AM
		<b>Closing Date / Time</b>	10/01/2020 01:00 AM

#### Description

FOOD AND ACCOMMODATION WITH FREE USE OF TRAINING HALL FOR THE ROLL-OUT TRAINING-WORKSHOP ON SWDI-BASED PARTNERSHIP ENGAGEMENT IN THE PROVINCE OF ALBAY

DATE: MARCH 25-27, 2020

Preferred Venue: Hotel in Legazpi City

Day 1: March 25, 2020

12 pax AM Snacks, PM Snacks and Lunch

10 pax Breakfast, AM and PM Snacks, Lunch, Dinner, Accommodation

Day 2: March 26, 2020

12 pax AM Snacks, PM Snacks and Lunch

10 pax Breakfast, AM and PM Snacks, Lunch, Dinner, Accommodation

Day 3: March 27, 2020

68 pax AM Snacks, PM Snacks and Lunch

10 pax Breakfast, AM Snacks, PM Snacks, Lunch

Amenities:

Function Rooms:

Air-conditioned

No Middle obstructing post/structure

Sound System with 2-3 microphones (preferably wireless)

With Whiteboard with eraser

Free use of LCD projector, LCD Screen and extension wires  
Philippine Flag Stand

**Accommodation:**

Air-conditioned  
Bedroom accommodation with individual bathing and toilet facilities  
Free and reliable wireless connection  
Room arrangement (maximum of 4 individual bed) No double decked beds  
Housekeeping/toiletries and towels provided daily  
With complimentary mineral water provided daily

**Food Requirements:**

The Service Provider shall provide a menu for selection of the end-user  
Menu shall include two viands (either pork, chicken, or fish) vegetable soup and dessert. (No dowry fish on the menu  
Fee flowing coffee and water  
Plated AM and PM Snacks  
Assisted Breakfast, Lunch and Dinner Buffets  
Can accommodate request pax with special dietary meals/non-pork eaters or Muslim participants  
With stand-by waiter  
Service Crew should be neat and wearing proper attire/prescribed uniform

**Other Request and Special Inclusions:**

Free use of electricity when using equipment/laptops  
Venue must be spacious enough for various activities  
Activity Hall/Venue must have free and reliable wireless connection  
With stand-by fully functional generator set in case of brownout

**Created by** Kimberlee G. Lanuza

**Date Created** 06/01/2020

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