

Notice Reference Number :71520

Bid Validity Period:
30

Control Number:
202608207

Lot Type:
Single Lot

Approved Budget of the Contract:
350,000.00

Procurement Mode:
Small Value Procurement

Classification:
Goods

Applicable Procurement Rules:
Implementing Rules and Regulations

Funding Source:
Regular Agency Fund (01000000)

Delivery/Project Location:
Albay

Business Category:
Restaurants and catering

LIGAO NATIONAL HIGH SCHOOL

McKinley Bl., Guild

Ligao City, Albay, Region V

Request for Quotation

To provide meals and refreshments for the organizers, guests, teachers, and non-teaching personnel (NTP) participating in the Gender and Development (KABALIKAT) Program.

Project Name:	Budget :	Check item status
To provide meals and refreshments for the organizers, guests, teachers, and non-teaching personnel (NTP) participating in the Gender and Development (KABALIKAT) Program.	350800	(/Tenders/check_item_status/71520)

Status: Open

BAC Members: - View all BAC Members

Schedule of activity: View all activity
Published Date:
05-Sep-2026 12:00 AM

Closing Date:
08-Sep-2026 09:00 AM

Date Last updated:
08-Sep-2026 01:01 AM

Documents: Preview

Bid Form Fee: 0

Bid Supplements: 0
(/Tenders/tender_corr_details/71520)
Invited Observers: View
Number of Downloads: 1
Invited Merchants: View

Delivery Period:
2 Day(s)

Client Agency:
LIGAO NATIONAL HIGH SCHOOL

Contact Person:
Rachelle Bolan

Created By:
Rachelle Bolan

Date created:
04-Sep-2026 10:27 AM

Description:

Provision of Catering Services (Meals and Snacks) for the organisers, guests, teachers, and non-teaching personnel (NTP) participating in the Gender and Development (KABALIKAT) Program.

1. Background and Project Rationals

The Department ané Sulation (DepEd) via Ligao National High School's School Guidance and Counseling Office will conduct a 4-day Capacity-Building and Walkers Program titled "KABALIKAT: Building a Gender-Responsive, Mentally Healthy, and Violence-Free Workplace". To ensure the smooth implementation of the activities and maintain the well-being of the participants, the institution requires a qualified catering service provider to deliver high-quality, nutritious meals and snacks.

3. Scope of Work and Menu Requirements

The winning service provider must deliver snacks and lunch on the specified Implementation dates in accordance with the headcount breakdown below.

A. For Teachers and Non-Teaching Personnel (NTP) – 350 Pax Total

Meals must be provided for a total duration of 2 days within the specified event dates:

- Snacks PM: Formulated for 350 pax per day (for 2 days) at an estimated cost of ₱75.00/pax.
- Snacks PM: Formulated for 350 pax per day (for 2 days) at an estimated cost of ₱75.00/pax.
- Lunch: Formulated for 350 pax per day (for 2 days) at an estimated cost of ₱350.00/pax.

B. For Judges and Facilitators – 10 Pax Total

- Snacks PM: Formulated for 10 pax for 1 day at an estimated cost of ₱80.00/pax.

3. Detailed Quantity Breakdown Table

Item No.	Item Description	Total Quantity	Unit of Measure	Inclusive Days
1	Meals: Teachers and NTP's • Snacks AM	330	Pax	2 Days

2	Meals: Teachers and NTP's • Snacks PM	350	Pax	2 Days
3	Meals: Teachers and NTP's • Lunch	350	Pax	2 Days
4	Meals: Judges and Facilitators • Snacks PM	10	Pax	1 Day

4. Service Requirements and Conditions

- **Sanitation and Food Safety:** Food preparation must strictly follow standard hygienic practices. The supplier must hold a valid Sanitary Permit.
- **Delivery and Setup:** Meals must be freshly prepared and delivered directly to the designated venue (Ligao National High School Gymnasium / SGCO Office Lobby) at least 30 minutes before the scheduled break times:
 - **AM Snacks:** Ready by 9:30 AM
 - **Lunch:** Ready by 11:45 AM
 - **PM Snacks:** Ready by 2:30 PM
- **Inclusions:** The quotation must be inclusive of professional food servers, complete catering equipment/utensils, continuous supply of clean drinking water, and appropriate waste disposal management.
- **Menu Selection:** The exact menu options must be coordinated with and approved by the GAD Coordinator / School Guidance and Counseling Office prior to the event dates.

Line Item Details

Item No.	UNSPSC	Lot Name	Lot Description	Quantity	Unit of Measure
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1	90101603	Catering services	To provide meals and refreshments for the organizers, guests, teachers, and non-teaching personnel (NTP) participating in the Gender and Development (KABALIKAT) Program.	710	Pax
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1. Valid PhilGEPS Registration Number (Red or Platinum Membership)
2. Valid Mayor's / Business Permit
3. Omnibus Sworn Statement (OSS) (Updated to reflect RA 12009 compliance)
4. Beneficial Ownership Disclosure Form (Pursuant to NGPA transparency rules)

Note: In line with Sustainable Public Procurement (SPP) principles, suppliers must use eco-friendly, biodegradable, or paper packaging. Single-use plastics are strictly prohibited.

Line Item Details

Item No.	UNSPSC	Lot Name	Lot Description	Quantity	Unit of Measure
1	90101603	Catering services	Catering services	4200	Pax

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