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Tuesday, February 21, 2017 04:18 PM

ROSARIO DUMELOD DILG-Ifugao Provincial Field Office

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Reference Number 4348171
Procuring Entity DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT - IFUGAO
Title List of venue and catering services for operation listo dialogue
Area of Delivery Ifugao

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Solicitation Number:	2017-02-01	Status	In-Preparation
Trade Agreement:	Implementing Rules and Regulations	Associated Components	0
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Hotel and Lodging and Meeting Facilities	Date Published	22-Feb-2017
Approved Budget for the Contract:	PHP 104,000.00	Last Updated / Time	21-Feb-2017 11:13 AM
Delivery Period:	1 Day/s	Closing Date / Time	27-Feb-2017 12:00 AM
Client Agency:			
Contact Person:	ROSARIO B. DUMELOD Provincial Director Capitol Compound Lagawe Ifugao Philippines 3600 63-91-75722333 dilg_ifugao@yahoo.com		

Description

1. Availability *
7-Mar-17
 2. Location
Bolog, Kiangon
 - b. Free parking space reserved within or near venue.
 3. Venue
 1. Structural Condition:
 - a. The foundation is made of concrete and structural steel, materials, or combination of both.*
 2. Functionality of Function Room: *
 - a. Seminar-Workshop*
 - b. Area can accommodate 81 pax.*
 - c. Amenities includes:
 - i. Secretariat's Table*
 - ii. Atleast 2 microphone units (wired OR wireless (with sufficient battery and power back-up))*
 - iii. LCD Projector Screen
 - iv. Podium/Rostrum*
 - v. Whiteboard and markers*
 - vi. Waived electricity charges for use of laptops and projector and other equipment.*
 - vii. Available and functional generator set.*
 - viii. Vertical clearance of function hall atleast 3.8 meters or more. *
 - ix. Hall is not hazardous and well ventilated, with accessible fire exit. *
 3. Facilities:
 - a. Continuous water supply and accessible comfort room. *
 - b. Compliance with the standards provided by the Building Code of the Philippines. *
 - d. Accessible emergency exit and alarm, standby fire extinguisher and automatic sprinkle.*
 - e. Available Telephone within the premises of the building. (with telephone line extension near the Function Hall)
 - f. Audible/Clear/Operational Sound System; Surround Sound System. *
 4. Other Requirements:
 - a. Provision of Janitorial and Maintenance Services*
 - b. Ambience is conducive to learning.
 - c. Adequate security services (24/7)*
 - d. Free tarpaulin of 6x4 size
 5. Catering Services:
 - a. Location must be inside/adjacent or outside but near the Function Room.*
 - b. Meals for 81 pax.*
 - i. Snacks*
 - ii. Assisted Buffet*
 - iii. Meals Inclusive of:*
 - a. Soup*
 - b. 2 Main Course*
 - c. Unlimited Rice*
 - d. Dessert*
 - vi. Drinks*
 - v. Provision of free-flowing coffee*
- Schedule of Participants
 March 7, 2017
 Breakfast 81 pax
 AM Snacks 81 pax