



CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
VANCOUVER

REQUEST FOR QUOTATION

**Catering Services for Official Activity of the
Philippine Consulate General on 13 December 2023**

The Philippine Consulate General in Vancouver invites interested service providers to submit quotations for the catering services for the official activity of the Philippine Consulate General in Vancouver (Year-End Assessment) to be held on 13 December 2023 at the Consular lobby.

The service provider shall be in charge of the following:

- To prepare a recommended dinner menu for 25 people;
- To prepare the dishes based on the recommended menu duly approved by the Consulate;
- To assign a staff member to handle all the requests of Vancouver PCG and to serve as a focal point for coordination and communication purposes;
- To ensure that the quality and presentation of its catering is continuously monitored; and
- To ensure that its menu options contain nutritious, high-quality ingredients and adequate quality measures are in place and enforced at all times.

For further details, interested providers may contact Consulate's Property Officer Kenneth Joya at email address: kenneth.joya@dfa.gov.ph or Administrative Officer Carol T. Halili-Castañeda at email address: carlota.castaneda@dfa.gov.ph.

Proposals must be submitted not later than 11 December 2023, 1700H, delivered to the Consulate or sent to the aforementioned email address.

The Consulate intends to complete the procurement on 12 December 2023 and reserves the right not to accept any proposals. Funding for the procurement of above services come from the Consulate's Maintenance and Other Operating Expenses (MOOE) for FY 2023.


ANALYN D. RATONEL
Chairman
Bids and Awards Committee

Vancouver, B.C., 29 November 2023