

TECHNICAL SPECIFICATIONS

SUPPLY AND DELIVERY OF FOOD PACKS FOR THE GENDER AND DEVELOPMENT (GAD) TRAINING ON SEX-DISAGGREGATED DATA

I. BACKGROUND

Pursuant to the execution of Gender and Development (GAD) Capacity Development Training Sessions for GAD Focal Point System (GFPS) members and Project Officers in Marketing and Promotions Sector, the Tourism Promotions Board (TPB) desires to conduct the Training on Sex-Disaggregated Data to provide the responsible personnel with the requisite knowledge and skills to understand, produce, analyze, and apply sex-disaggregated data (SDD) for the purpose of informing policy formulation, program development, and monitoring.

II. OBJECTIVE

The activity requires the provision of meals for TPB personnel involved in the Training on Sex-Disaggregated Data on 16-17 July 2025.

III. SCOPE OF DELIVERABLES

The TPB is in need of a service provider to handle the supply and delivery of bento lunch, A.M., and P.M. snack sets with drinks for each serving, inclusive of delivery charges.

1. The service provider must have the capability and resources to supply food packs and deliver them to the TPB Office on or before the serving schedule listed below:

Particulars	Serving Time
A.M. Snacks	08:30 A.M.
Bento Lunch	11:00 A.M.
P.M. Snacks	03:00 P.M.

2. Venue:

- 6F Five E-Com Center, Harbor Drive, Mall of Asia Complex, Pasay City

3. Number of Pax:

Particulars	Number of Pax
16 July 2025	30
17 July 2025	30

4. Provision of the following meals:

a.	A.M. and P.M. Snacks: Inclusive of one round of soda, tea, or fruit juice (preferred snacks: sandwich and pasta)
b.	Bento Lunch: Minimum of three (3) main courses (chicken/beef/fish), (1) one soup, (1) one vegetable, (1) one dessert, and inclusive of one round of soda, tea, or fruit juice

c.	Coffee Station: Includes all necessary paraphernalia (limited to the number of pax, inclusive of sugar and creamer) - can be arranged with A.M. and P.M. Snacks
d.	Special Diets: Can accommodate specific dietary needs (halal, vegetarians, pescatarians, diabetics, low sodium, hypoallergenic, gluten-free, etc.)
e.	Meals must be in sealed eco-friendly or sustainable packaging

5. The menu selection must be submitted along with the technical bid envelope.
6. Designation of uniformed service personnel to assist with and manage the delivered food packs.

IV. PROJECT IMPLEMENTATION SCHEDULE

16-17 July 2025

V. ADDITIONAL TECHNICAL REQUIREMENTS

1. Must be Filipino-owned, operated, and legally registered under Philippine laws.

VI. APPROVED BUDGET FOR THE CONTRACT (ABC)

The Approved Budget for the Contract (ABC) is **FORTY-TWO THOUSAND PESOS ONLY (Php42,000.00)**, inclusive of all applicable fees and taxes.

VII. TERMS OF PAYMENT

1. Payment will be made through Landbank of the Philippines (LBP) bank deposit. Suppliers without an LBP account will shoulder applicable bank charges;
2. Must be willing to accept a send-bill arrangement;
3. The supplier must provide the original copy of the Statement of Account / Billing Statement / Official Receipt to the TPB Office, otherwise, payment will not be processed; and
4. Full payment of the activity will be made within thirty (30) working days upon receipt of the Statement of Account/Billing Statement.

VIII. CONTRACT DURATION

The Contract shall commence from the date of receipt of the Notice to Proceed (NTP) and will remain in effect until the completion of all deliverable/service.

IX. PROJECT OFFICER'S CONTACT INFORMATION

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