



## REQUEST FOR QUOTATION

### Catering Services for Official Activity of the Philippine Consulate General on 07 November 2024

The Philippine Consulate General in Vancouver invites interested service providers to submit quotations for catering services for an official event of the Consulate to be held on 07 November 2024.

The service provider shall be in charge of the following:

- To prepare a recommended dinner menu for 60 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](mailto:kenneth.joya@dfa.gov.ph) or Administrative Officer Carol T. Halili-Castañeda at email address: [carlota.castaneda@dfa.gov.ph](mailto:carlota.castaneda@dfa.gov.ph).

Proposals must be submitted not later than **18 October 2024, 1700H.** delivered to the Consulate or sent to the aforementioned email address.

The Consulate intends to complete the procurement on **21 October 2024**, and reserves the right to not accept any proposals. Funding for the procurement of above services will be sourced from the Consulate's Maintenance and Other Operating Expenses (MOOE) for FY 2024.

**MARCO FREDERICK B. HARDER**

Chairperson  
Bids and Awards Committee

Vancouver, B.C., 01 October 2024