



TERMS OF REFERENCE

I. REQUIREMENT: Catering Service for Philippine Independence Day Event in Canberra

II. BACKGROUND

The Philippine Department of Tourism (PDOT) with office at Suite 11.01/92 Pitt St., Sydney requires catering service in Canberra on 16 June 2021 at 1 Moonah Pl, Yarralumla ACT 2600

III. OBJECTIVE

To promote Filipino culture by introducing traditional Filipino food to VIP guests

IV. DELIVERABLES

The winning bidder will provide catering service to 50 VIP guests to include the following:

- 6 assorted Filipino canapes;
- Assorted wines (white, red, sparkling)
- 3 wait staff;
- Cocktail table bar with cover;
- Wine glasses;
- Water tumblers

The exact time of the event will be discussed with the winning bidder.

V. DOCUMENTARY REQUIREMENT

Bidders are required to provide their Australian Business Number (ABN)

VI. BUDGET: Total of AUD 5,000.00 inclusive of GST, delivery and set-up.

VII. PAYMENT PROCEDURE

Electronic Fund Transfer of payment to winning bidder's nominated bank account.

Prepared by:

ELEANOR A. PALIMA
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