



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
フィリピン 共和国 大使館
TOKYO, JAPAN



BIDS AND AWARDS COMMITTEE

BAC RESOLUTION NO. 2026-007

RESOLUTION RECOMMENDING, AD REFERENDUM, THE AWARD OF CONTRACT THROUGH GPPB RESOLUTION NO. 28-2017 TO CHEF MAREVE INOMATA FOR THE PROCUREMENT OF CATERING SERVICES FOR THE RECEPTION FOR “ESCAPE FROM JAPAN”

WHEREAS, the Embassy of the Republic of the Philippines in Tokyo, Japan (Embassy), in partnership with the Youtube channel “Escape from Japan” and in coordination with the Philippine Retirement Authority (PRA), shall host a reception for a cultural exchange event promoting the Philippines as a migration destination for Japanese nationals on 16 April 2026;

WHEREAS, the Embassy requires the services of a qualified caterer who can provide the food and refreshments for the event, featuring Philippine dishes and ingredients which will entice the event participants to travel to the Philippines as a migration destination;

WHEREAS, the procurement of catering services for the reception for “Escape from Japan” (project), with an Approved Budget for the Contract (ABC) of **Three Hundred Thousand Japanese Yen (JPY300,000.00)** is included in the Embassy’s Annual Procurement Plan for Fiscal Year 2026, chargeable against the Embassy’s General Fund – Public Diplomacy Section’s Funds;

WHEREAS, under the *“Guidelines for the Procurement of Goods and Services, Infrastructure Projects, and Consulting Services to be Procured and Performed Overseas,”* as approved under GPPB Resolution No. 28-2017 dated 31 July 2017, the procurement of any goods, services, infrastructure or consultancy project, regardless of amount, can be conducted by sending out Requests for Quotations (RFQ) to at least three (3) suppliers, contractors or consultants of known qualifications, and receipt of one (1) quotation would be sufficient to recommend award of the project;

WHEREAS, under the same Guidelines, Foreign Service Posts are no longer required to post their procurement activities on the PhilGEPS website until the corresponding facility has become available through the PhilGEPS Modernization Project, and the requirement of advertisement of procurement projects through newspapers have been dispensed with, as well as documentary requirements are relaxed to take into consideration the usual trade and business practices of the host country;

WHEREAS, for the procurement of catering services for the reception for “Escape from Japan”, the Philippine Embassy requested quotations from reputable caterers namely Chef Mareve Inomata, Chef Loida Ozaki and Chef Jane Kemmochi;

WHEREAS, based on the Abstract of Quotations, **Chef Mareve Inomata submitted the lowest calculated and responsive bid** in the amount of **Three Hundred Thousand Japanese Yen (JPY300,000.00)**. Chef Loida Ozaki submitted a bid of Six Hundred Eighty-Four Thousand Japanese Yen (JPY684,000.00) which is in excess of the ABC. Chef Jane Kemmochi submitted a bid of Two Hundred Fifty Thousand Japanese Yen (JPY250,000.00), which is not responsive to the Request for Quotation (RFQ) as her bid does not meet the project's technical specifications (inclusion of server staff and table set-up);

NOW, THEREFORE, in light of the foregoing considerations, WE, the Members of the Bids and Awards Committee, hereby **RESOLVE to RECOMMEND** to the Head of the Procuring Entity (HOPE) of the Philippine Embassy in Tokyo, Japan, to award the contract for the procurement of catering services for the reception for "Escape from Japan", to **Chef Mareve Inomata** for the total amount of **Three Hundred Thousand Japanese Yen (JPY300,000.00)**.

Adopted this 18th day of March 2026 in Tokyo, Japan.


CHRISTIAN L. DE JESUS
Chairperson


ALVIN C. MALASIG
Vice Chairperson


FATIMA G. QUINTIN
Member


DARELL ANN R. ARTATES
Member


ROBERT D. QUINTIN
Member

Approved:


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity
Date Approved: 18 March 2026

NOW, THEREFORE, in light of the foregoing considerations, WE, the Members of the Bids and Awards Committee, hereby **RESOLVE** to **RECOMMEND** to the Head of the Procuring Entity (HOPE) of the Philippine Embassy in Tokyo, Japan, to award the contract for the procurement of catering services for the reception for "Escape from Japan", to **Chef Mareve Inomata** for the total amount of **Three Hundred Thousand Japanese Yen (JPY300,000.00)**.

Adopted this 18th day of March 2026 in Tokyo, Japan.


CHRISTIAN L. DE JESUS
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Member


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Member


ROBERT D. QUINTIN
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Approved:


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity
Date Approved: 18 March 2026

NAME	INITIALS
Vice Consul AO MIA Rulloda BAC-Secretariat, Head	
CO JC Disomimba BAC Secretariat, Member	
PO MKCP Garcia BAC Secretariat, Member	
LO JR San Jose BAC Secretariat, Member	



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
フィリピン 共和国 大使館
TOKYO, JAPAN



NOTICE OF AWARD

Date: 20 March 2026

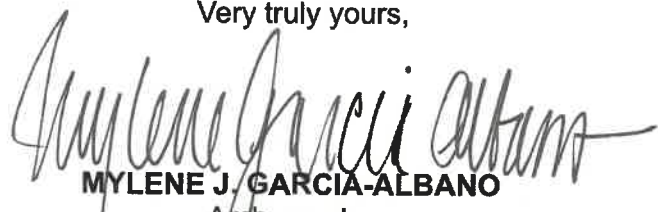
Madam:

Please be informed that, upon the recommendation of the Bids and Awards Committee (BAC) of the Philippine Embassy in Tokyo, Japan, as contained in its Resolution No. 2026-007 dated 18 March 2026, the Philippine Embassy in Tokyo is awarding the following procurement to **Chef Mareve Inomata**:

Product/Service	Total Cost (inclusive of taxes and other lawful charges)
Procurement of catering services for the reception for "Escape from Japan"	Three Hundred Thousand Japanese Yen (JPY300,000.00)

Implementation of the above is subject to existing accounting and auditing requirements and the signing of a contract.

Very truly yours,


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity

Chef Mareve Inomata
Caterer
Tokyo, Japan

NOTICE OF AWARD

Date: 20 March 2026

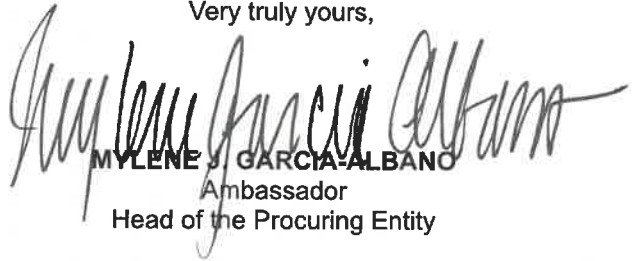
Madam:

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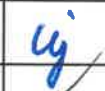
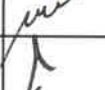
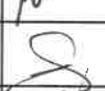
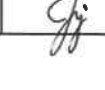
Product/Service	Total Cost (inclusive of taxes and other lawful charges)
Procurement of catering services for the reception for "Escape from Japan"	Three Hundred Thousand Japanese Yen (JPY300,000.00)

Implementation of the above is subject to existing accounting and auditing requirements and the signing of a contract.

Very truly yours,


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity

Chef Mareve Inomata
Caterer
Tokyo, Japan

NAME	INITIALS
DCM CL De Jesus BAC Chairperson	
Consul AC Malasig BAC Vice Chairperson	
Consul FG Quintin BAC Member	
Consul DAR Artates BAC Member	
Consul RD Quintin BAC Member	
Vice Consul and AO MIA Rulloda BAC Secretariat Head	
CO JC Disomimba BAC Secretariat, Member	
PO MKCP Garcia BAC Secretariat, Member	
LO JR San Jose BAC Secretariat, Member	

AGREEMENT FOR CATERING SERVICES FOR THE EVENT WITH "ESCAPE FROM JAPAN"

KNOW ALL BY THESE PRESENTS:

This Agreement was made and executed this 23rd day of March 2026 in Tokyo, Japan by and between:


MYLENE GARCIA ALBANO
Ambassador

The **EMBASSY OF THE PHILIPPINES TOKYO**, a Philippine Foreign Service Post, with its principal office located at 5-15-5 Roppongi, Minato-ku, Tokyo Japan 106-8537, hereinafter referred to as the "**Embassy**", duly represented by its Ambassador, Her Excellency MYLENE J. GARCIA-ALBANO;

And

CHEF MAREVE INOMATA, with address at Fiat 201, 2-12-10 Kichijoji Minamicho Musashino-shi, Kichijoji, Tokyo Japan 180-0003 hereinafter referred to as the "**Caterer**";

Individually referred to as a "Party", and collectively referred to as "Parties", witnesseth that:

WHEREAS, the Embassy of the Republic of the Philippines in Tokyo, Japan (Embassy), will support an Offline Event organized by the YouTube channel "Escape from Japan" on 16 April to promote the Philippines as a migration destination for Japanese nationals by hosting the event's networking and socials portion;

WHEREAS, the Embassy requires the services of a qualified caterer who can provide the food and refreshments for the event, featuring Philippine dishes and ingredients which will entice the event participants to travel to the Philippines as a migration destination;

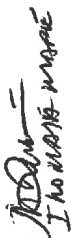
NOW, THEREFORE, for and in consideration of the foregoing premises and the mutual covenants hereinafter set forth, the Parties hereby agree as follows:

Section 1: CATERING SERVICES DETAILS AND TECHNICAL SPECIFICATIONS

1. **Event Date:** 16 April 2026;
2. **Event Duration:** 2.5 hours, Start Time 7:00 PM JST, End Time 9:30 PM JST;
3. **Type of Event:** buffet-cocktail mix;
4. **Event Location:** 開催場所：グレイドパーク表参道 ♀ 〒107-0061 東京都港区北青山3丁目5-1 4 青山鈴木硝子ビル B1F;
5. **Function Room:** Omotesando HALL Ten (表参道HALL店);
6. **Number of Guests:** 100 pax;
7. **Menu:** Filipino-inspired cocktail reception consisting of the following dishes:

a) Savory Canapes

- Sisig Tart – Crispy tart shell filled with savory Filipino-style sisig


I NOMATA MAREVE

- Brioche with Adobo Pâté – Soft brioche topped with rich adobo-infused pâté
 - Modern Champorado – Chocolate rice porridge topped with savory chicken adobo flakes
 - Pandesal with Pork Floss – Mini Filipino bread rolls topped with savory pork floss
 - Arroz Valenciana Burrito – Filipino-style chicken paella wrapped in a soft tortilla
- b) Sweet Delicacies
- Tibok-Tibok with Mascarpone – A Kapampangan heritage dessert enhanced with creamy mascarpone
 - Creamy Mango Tapioca Pearls – Fresh mango with silky cream and delicate tapioca pearls
 - Caramelized Black Kutsinta – Traditional Filipino rice cake finished with caramelized sugar notes
- c) Signature Cocktails
- Mango Mojito
 - Pineapple & Calamansi Margarita
- d) Beverages
- Coffee
 - Tea
 - Mango Juice

8. **Set-Up and Decorations:** the buffet shall be arranged in a cocktail-style reception with an elegant platter presentation for the canapes, a dedicated section for Filipino desserts, a cocktail and beverage station with an organized flow for easy guest access, using decorative elements inspired by Filipino aesthetics
9. **Logistics & Event Support:**
- Buffet table arrangement and food presentation
 - Serving trays and food platters
 - Disposable plates
 - Disposable cups and cocktail glasses
 - Forks and spoons
 - Tissues / napkins
 - Food preparation and transport logistics
 - On-site food setup and arrangement
10. **Cleaning and Waste Disposal:** all fees for cleaning and all disposal of waste generated on account of the catering service shall be included in the contract sum; and
11. **Coordinator:** the Caterer shall appoint a point person who shall manage communications with the Embassy for the catering service.



Section 2: CONTRACT SUM

The Embassy shall pay the Caterer the contract sum of **Three Hundred Thousand Japanese Yen (¥300,000.00)** inclusive of all applicable taxes and other lawful charges, the manner and conditions of payment of which shall be in accordance with Section 3.

Section 3: MANNER AND CONDITIONS OF PAYMENT

1. The Caterer shall issue an Invoice after the completion of the catering services to the "Embassy of the Republic of the Philippines, Tokyo, Japan".
2. Upon receipt of the Invoice, the Embassy shall pay the contract sum.
3. After completion of payment, the Caterer shall issue a Receipt to the "Embassy of the Republic of the Philippines, Tokyo, Japan".

Section 4: GENERAL CONDITIONS

1. All procurement and payments under this Agreement shall be subject to existing Philippine government accounting and auditing rules and requirements.
2. The Caterer shall maintain the confidentiality of records, documents, information and data made available to it by the Embassy.
3. Any claim arising from this agreement shall be first settled amicably through mediation and/or conciliation before resorting to judicial action.
4. If any part of this Agreement is held invalid or unenforceable, the validity and enforceability of the other parts shall not be affected thereby and shall remain in full force and effect.
5. Any notice required to be given by a Party to the other must be given in writing and shall be deemed validly served and duly received when delivered personally, or properly made, (postage prepaid) by registered mail to such other Party concerned at the address appearing herein or such other address/es as may be from time to time be notified for this purpose and any notice personally served shall be deemed to have been served on delivery and in case of registered mail, on the date ten (10) days after posting. The initial addresses of the Parties are set out in this Agreement.
6. No alteration or modification of this Agreement shall be effective unless such alteration or modification is in writing and signed by both Parties.
7. Neither Party shall be in breach of this Agreement or otherwise liable for any failure or delay in the performance of its obligations if such delay or failure results from events, circumstances or causes beyond its reasonable control.
8. No variation of the Contract shall be effective unless it is in writing and signed by the parties or their authorized representatives.
9. This Agreement shall take effect upon signing hereof and shall continue to be in full force and effect unless sooner terminated by either party in writing. Such termination by a party must be served to the other at least thirty (30) days before the date of the intended termination.
10. Nothing in this Agreement shall constitute as a waiver of any of the privileges and immunities of the Embassy under the laws of the Philippines and Japan and international law.

In witness whereof, the parties hereto signed this Agreement on the date and place first above written.

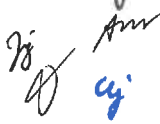

MYLENE GARCIA ALBANO
Ambassador



For the Embassy:


MYLENE J. GARCIA-ALBANO
Ambassador


CHEF MAREVE INOMATA
Caterer



Witnesses:


DARELL ANN R. ARTATES
Head, Political and Public Diplomacy
Sections


MARXIAN A. RULLODA
Administrative Officer



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
フィリピン 共和国 大使館
TOKYO, JAPAN



NOTICE TO PROCEED

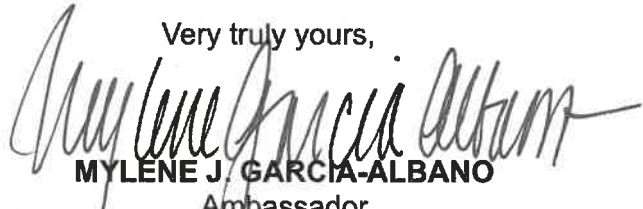
Date: 26 March 2026

Madam:

Please be informed that pursuant to the Notice of Award dated 20 March 2026 issued by the Philippine Embassy in Tokyo, **Chef Mareve Inomata** is hereby engaged to provide catering services for the reception for "Escape from Japan", scheduled on 16 April 2026, from 7:00 to 9:30 PM, for the total amount of **Three Hundred Thousand Japanese Yen (JPY300,000.00)**, inclusive of all lawful charges.

This Notice is being issued in accordance with the requirements of Republic Act No. 12009 or the "New Government Procurement Act".

Very truly yours,


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity

Chef Mareve Inomata
Caterer
Tokyo, Japan

NOTICE TO PROCEED

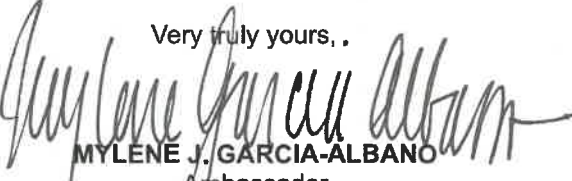
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Head of the Procuring Entity

Chef Mareve Inomata
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