



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. 2025-018**

**RESOLUTION RECOMMENDING, AD REFERENDUM, THE AWARD OF CONTRACT
THROUGH GPPB RESOLUTION NO. 28-2017 TO CHEF LOIDA OZAKI FOR THE
PROCUREMENT OF CATERING SERVICES FOR THE RECEPTION FOR THE QUIRINO
DAY CELEBRATION DURING THE CULMINATION OF THE “KAMI TO KAMI:
LISTENING TO NATURE THROUGH OUR HANDS” EXHIBIT**

WHEREAS, the Embassy of the Republic of the Philippines in Tokyo, Japan (Embassy), has planned a series of activities to celebrate Quirino Day on 16 November 2025, one of which is the presentation of a special collaborative artwork inspired President Elpidio Quirino's legacy from artists Francisco “Nico” Moreno, Manelle Asis-Huang and Thomas Joseph Huang;

WHEREAS, the presentation of the collaborative artwork shall be at the reception for the Quirino Day Celebration on 16 November 2025 during the culmination of the “Kami to Kami: Listening to Nature through Our Hands” exhibit at the Gallery Kujaku;

WHEREAS, the Embassy requires the services of a qualified service provider capable of providing catering services for the provision of cocktails to the exhibit's attendees;

WHEREAS, the procurement of catering services for the reception for the Quirino Day Celebration during the culmination of the “Kami to Kami: Listening to Nature through Our Hands” exhibit, with an Approved Budget for the Contract (ABC) of **One Hundred Sixty Thousand Japanese Yen (JPY160,000.00)** is included in Post's Supplemental Procurement Plan for Fiscal Year 2025, chargeable against the Embassy's General Fund – Representation Expenses;

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 the Quirino Day Celebration during the culmination of the “Kami to Kami: Listening to Nature through Our

Hands” exhibit, the Philippine Embassy requested quotations from reputable catering companies / service providers, namely Chef Loida Ozaki, the Bananas Filipino Bistro and Ulam Tokyo;

WHEREAS, based on the Abstract of Quotations submitted to the BAC, **Chef Loida Ozaki submitted the single calculated responsive bid** in the amount of **One Hundred Sixty Thousand Japanese Yen (JPY160,000.00)**. The Bananas Filipino Bistro declined to submit a quote and stated that they are not ready for the task (catering). Ulam Tokyo also declined to submit a quote and stated that they cannot provide food catering at this time;

WHEREAS, the BAC conducted inquiries on the submission of Chef Loida Ozaki and found her quotation to be responsive to the Request for Quotation, and found her catering company to be technically, legally and financially capable;

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 the Quirino Day Celebration during the culmination of the “Kami to Kami: Listening to Nature through Our Hands” exhibit to **Chef Loida Ozaki** for the total amount of **One Hundred Sixty Thousand Japanese Yen (JPY160,000.00)**, including taxes and other lawful charges.

Adopted this 11th day of November 2025 in Tokyo, Japan.


CHRISTIAN L. DE JESUS
Chairperson


MARY JOY B. RAMIREZ
Vice Chairperson


FATIMA G. QUINTIN
Member


ALVIN C. MALASIG
Member


DARELL ANN R. ARTATES
Member

Approved:


MYLENE J. GARCIA-ALBANG
Ambassador

Head of the Procuring Entity

Date Approved: 11 November 2025

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 the Quirino Day Celebration during the culmination of the “Kami to Kami: Listening to Nature through Our Hands” exhibit, to **Chef Loida Ozaki** for the total amount of **One Hundred Sixty Thousand Japanese Yen (JPY160,000.00)**, including taxes and other lawful charges.

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Member

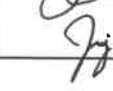

ALVIN C. MALASIG
Member


DARELL ANN R. ARTATES
Member

Approved:


MYLENE J. GARCIA-ALBANO
Ambassador

Head of the Procuring Entity
Date Approved: 11 November 2025

NAME	INITIALS
Vice Consul 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: 12 November 2025

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. 2025-0118 dated 11 November 2025, the Philippine Embassy in Tokyo is awarding the following procurement to **Chef Loida Ozaki**:

Product/Service	Total Cost (inclusive of taxes and other lawful charges)
Procurement for catering services for the reception for the Quirino Day Celebration during the culmination of the "Kami to Kami: Listening to Nature through Our Hands" exhibit	One Hundred Sixty Thousand Japanese Yen (JPY160,000.00)

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 Loida Ozaki
Caterer
Tokyo, Japan

NOTICE OF AWARD

Date: 12 November 2025

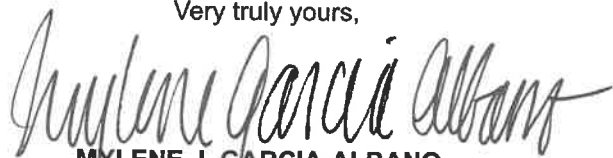
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MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity

Chef Loida Ozaki
Caterer
Tokyo, Japan

NAME	INITIALS
DCM CL De Jesus BAC Chairperson	cy
CG MJB Ramirez BAC Vice Chairperson	MR
Consul FG Quintin BAC Member	F
Consul AC Malasig BAC Member	AC
Consul DAR Artates BAC Member	2
Vice Consul and AO MIA Rulloda BAC Secretariat Head	h
CO JC Disomimba BAC Secretariat, Member	S
PO MKCP Garcia BAC Secretariat, Member	8
LO JR San Jose BAC Secretariat, Member	9i



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
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TOKYO, JAPAN



13 November 2025

CHEF LOIDA OZAKI

Letter of Agreement

Dear **Chef Ozaki**,

Mabuhay from the Philippine Embassy in Japan!

We wish to avail of your catering services at the Quirino Day Reception during culmination of the "Kami to Kami: Listening to Nature through Our Hands" Exhibit to be held on 16 November 2025 at the Gallery Kujaku, Kyobashi, Chuo-ku, Tokyo, Japan.

We welcome your proposal and quotation as submitted to the Embassy of the Republic of the Philippines in Tokyo, Japan (Tokyo PE).

In view of the foregoing, the Tokyo PE commits to support this project and shall:

- Provide a maximum amount of **One Hundred Sixty Thousand Japanese Yen (¥160,000.00)** only as fees for the services of Chef Ozaki during the Quirino Day Reception, subject to the provision of the deliverables / services enumerated in the conditions stated below.
- Directly release the full amount to Chef Ozaki within 30 working days after implementation of activity. This is subject to Chef Ozaki's fulfillment of the conditions stated below.
- Cover for all applicable bank charges and wire transfer fees. Bank charges and transfer fees will not be deducted from the total amount of budget stipulated in this Agreement; and

Chef Ozaki shall provide the following deliverables / services:

- Provide catering services (cocktail setup) for forty (40) persons; finger-food. This includes food items, containers, food preparation, transportation and professional fees of the caterer, catering personnel, and servers;
- Food to be serve shall promote Filipino cuisine and/or Philippine products;
- Menu to consist of at least three (3) savory dishes, and one (1) dessert;
- Food preparation to be *halal* for the non-pork items;
- Provision of drinks during the event (i.e., wine, cola, orange juice, cold tea, and cocktails based on ube and calamansi liqueur from the Philippines to be provided by the Embassy) and containers for the drinks;
- Provision of identification labels for the dishes, with specifics on key ingredients;
- Preparation of food containers for leftovers;
- Cleaning and proper waste disposal of catering items from the event and preparation area.

5-15-5 Roppongi, Minato-ku, Tokyo 106-8537 Japan
Tel. no. (+81) 3-5562-1600 / Fax no. (+81) 3-5562-1603
<http://tokyo.philembassy.net>

- For processing of payment, submit the following information and documents to Tokyo PE within 30 working days after the day the event is implemented:
 - a. Bank details necessary for remittance
 - b. Signed Letter of Agreement;
- Send an acknowledgement receipt of payment signed Chef Ozaki within ten (10) working days from the receipt of payment.;

In the event of your unjustified failure to complete or fully implement the Project in accordance with the terms and conditions stipulated in this Agreement, the Tokyo PE may forfeit and terminate this Agreement.

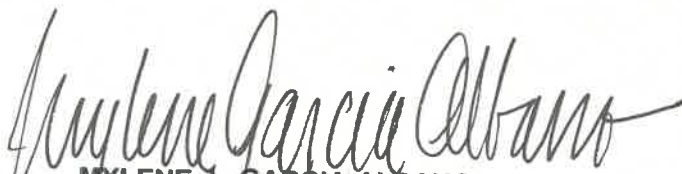
Neither party shall be liable for any failure arising out of compliance with any law, ordinance, regulation, ruling, order or other governmental action arising out of acts of God, fire, flood, war, insurrections, sabotage, accidents, or any other similar circumstance beyond the reasonable control of the party whose performance is affected.

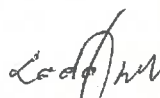
Should you be amenable with the abovementioned terms, please affix your signature below.

Thank you.

Very truly yours,

Conforme:


MYLENE J. GARCIA-ALBANO
Ambassador


CHEF LOIDA OZAKI
Caterer 

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CHEF LOIDA OZAKI
 Caterer

	Initials	Date
DCM	<u>Lyj</u>	
CD Officer	<u>[Signature]</u>	<u>26 Nov</u>
BAC	<u>g</u>	<u>26/11/2025</u>
CD staff	<u>Ohj</u>	<u>26 Nov</u>



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



NOTICE TO PROCEED

Date: 14 November 2025

Madam:

Please be informed that pursuant to the Notice of Award dated 12 November 2025 issued by the Philippine Embassy in Tokyo, **Chef Loida Ozaki** is hereby engaged to provide for the procurement of catering services for the reception for the Quirino Day Celebration during the culmination of the "Kami to Kami: Listening to Nature through Our Hands" exhibit, during the service period of 16 November 2025, for the total amount of One Hundred Sixty Thousand Japanese Yen (JPY160,000.00), inclusive of taxes and other lawful charges.

This Notice is being issued in accordance with the requirements of Republic Act No. 9184 or the "Government Procurement Act of 2003".

Very truly yours, .

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

Chef Loida Ozaki
Caterer
Tokyo, Japan

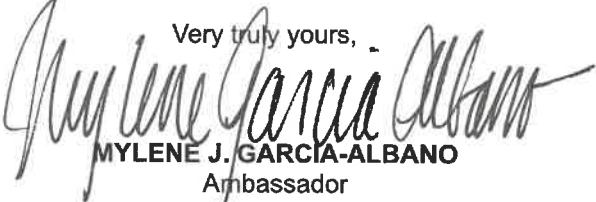
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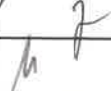
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Consul DAR Artates BAC Member	
Vice Consul and AO MIA Rulloda BAC Secretariat Head	
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