

# PURCHASE ORDER

Department of Social Welfare and Development  
Cordillera Administrative Office

Annex G-5

<b>Supplier</b>		H100 ECOLOGE		<b>Purchase Order No.</b>		2020-08-340	
<b>Address</b>		#338 LOWER MAGSAYSAY, AVENUE, BAGUIO CITY		<b>Date</b>		8/27/2020	
<b>Gentlemen:</b>				<b>Mode of Procurement</b>		SVP	
Please furnish this office the following articles subject to the terms and conditions herein.							
<b>Place of Delivery</b>		Within Baguio City				<b>Delivery Term:</b> Complete	
<b>Date of Delivery</b>		AS SCHEDULED				<b>Payment Term:</b> Charge	
Stock/ Property	Unit	Description	QTY	Unit Cost	Total Cost		
		<b>CATERING SERVICES FOR THE LDI FOR PANTAWID PAMILA STAFF AND STAKEHOLDERS FOR CY 2020</b>					
		<b>TRAINING ON WRITTEN COMMUNICATION WITH TECHNICAL REPORT WRITING AND DATA GATHERING (Batch 3)</b>					
		<b>DAY 1: September 7, 2020</b>					
	AM Snacks	AM Snacks					
	pancit	Pancit Bihon with 3 pieces Shanghai, Buko Juice	31	125.00		3,875.00	
	Lunch	Lunch					
	Chicken Adobo	Chicken Adobo, Relyenong Bangus, Pinakbet, Fruit Salad, Fruit Juice	31	250.00		7,750.00	
	PM Snacks	PM Snacks					
	Chicken Sandwich	Chicken Sandwich, Nachos, Natural Fruit Juice	31	125.00		3,875.00	
		<b>DAY 2: September 8, 2020</b>					
	AM Snacks	AM Snacks					
	Clubhouse Sandwich	Clubhouse Sandwich, Fries, Natural Fruit Juice	31	125.00		3,875.00	
	Lunch	Lunch					
	Chicken Barbecue	Chicken Barbecue, Grilled Salmon, Stir Fried Beans, Maha Blanca, Fruit Juice	31	250.00		7,750.00	
	PM Snacks	PM Snacks					
	Spaghetti with Toasted bread	Spaghetti with Toasted bread, Natural fruit juice	31	125.00		3,875.00	
		<b>DAY 3: September 9, 2020</b>					
	AM Snacks	AM Snacks					
	Chocolate Cake	Chocolate Cake, and Buko Pandan Salad, Fruit Juice	31	125.00		3,875.00	
	Lunch	Lunch					
	Fried Tilapia	Fried Tilapia, Beef Broccoli, Stir Fried Vegetables, Oatmeal bar, Fruit Juice	31	250.00		7,750.00	
	PM Snacks	PM Snacks					
	Sliced Pizza	Sliced Pizza, Potato Chips, Natural Fruit Juice	31	125.00		3,875.00	
		<b>SPECIALIZED TRAINING: COACHING AND MENTORING FOR E-CORE GROUP PART 3</b>					
		<b>TENTATIVE DATE: SEPTEMBER 16-18,2020</b>					
		<b>DAY 1</b>					
	AM Snacks	AM Snacks					
	Baked Mac with Potato Chips	Baked Mac with Potato Chips, Buko Juice	28	125.00		3,500.00	
	Lunch	Lunch					
	Chicken Adobo	Chicken Adobo, Relyenong Bangus, Pinakbet, Fruit Salad, Fruit Juice	28	250.00		7,000.00	
	PM Snacks	PM Snacks					
	Chicken Sandwich	Chicken Sandwich, Nachos, Natural Fruit Juice	28	125.00		3,500.00	
		<b>DAY 2</b>					
	AM Snacks	AM Snacks					
	Clubhouse Sandwich	Clubhouse Sandwich, Fries, Natural Fruit Juice	28	125.00		3,500.00	
	Lunch	Lunch					
	Chicken Barbecue	Chicken Barbecue, Grilled Salmon, Stir Fried Beans, Maha Blanca, Fruit Juice	28	250.00		7,000.00	
	PM Snacks	PM Snacks					
	Ube ensaymada	Ube ensaymada, Vegetable Lumpia, Natural fruit juice	28	125.00		3,500.00	
		<b>DAY 3</b>					
	AM Snacks	AM Snacks					
	Chocolate Cake	Chocolate Cake, and Buko Pandan Salad, Fruit Juice	28	125.00		3,500.00	
	Lunch	Lunch					
	Fried Tilapia	Fried Tilapia, Beef Broccoli, Stir Fried Vegetables, Oatmeal bar, Fruit Juice	28	250.00		7,000.00	
	PM Snacks	PM Snacks					
	Sliced Pizza	Sliced Pizza, Potato Chips, Natural Fruit Juice	28	125.00		3,500.00	
		<b>OTHER REQUIREMENTS</b>					
		<b>COMPLIANCE</b>					
		A. Food station must be manned by restaurant crew or personnel and meals and snacks should be individually packed using biodegradable packaging materials.	✓				
		B. Lunch served with the combination of three viands (2 meats/fish and 1 vegetable), with appetizer, soup and dessert, AM and PM snacks are preferably indigenous inclusive of fruit juice/refreshment.  Note: a. Portioning of serving of meals based on standard and applicable food measurement (e.g. bowl of bilo-bilo or 2 pcs of suman with 1 slice of riped mango). b. creamer, sugar, and the like are preferred to be in canister rather than in sachet to comply with green procurement.	✓				
		C. Inclusive of free flowing brewed coffee/lemon grass tea and mineral water	✓				

	D. With Free Use of Hall	✓		
	E. The place of delivery of the goods / services is within Baguio City.	✓		
<b>(Amount in words)</b>			<b>TOTAL</b>	<b>88,500.00</b>
			<b>Eighty Eight Thousand Five Hundred Pesos Only</b>	

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Very Truly Yours,   
**LEO L. QUINTILLA**  
 Signature over Printed Name of Authorized Official  
**OIC Regional Director**  
 Designation

( Signature over Printed Name ) \_\_\_\_\_ Date \_\_\_\_\_

Bank Account Name \_\_\_\_\_ Bank Account Number \_\_\_\_\_

TIN Number \_\_\_\_\_ \*please tick tax type  
 vat  
 non-vat

\_\_\_\_\_ Date of BIR Registration \_\_\_\_\_

Fund Cluster: <u>CMP CONTG CB</u>	ORS/ BURS No. : <u>2020-08-0387</u>
Funds Available: <u>88,500</u>	Date of the ORS/ BURS: <u>8/18</u>
<b>WILBOURN B. BACOLONG</b> ACCOUNTANT III	Amount: <u>88,500.00</u>





**-NEGOTIATED PROCUREMENT- SMALL VALUE PROCUREMENT-**

**CATERING SERVICES FOR THE LDI OF PANTAWID PAMILYA STAFF AND STAKEHOLDERS FOR CY 2020**

**WHEREAS**, the Department of Social Welfare and Development-Cordillera Administrative Region (DSWD-CAR) has been granted appropriations for the **CATERING SERVICES FOR THE LDI OF PANTAWID PAMILYA STAFF AND STAKEHOLDERS FOR(CY 2020** with an Approved Budget for the Contract (ABC) of Eighty-Eight Thousand Five Hundred Pesos Only (P88,500.00);

**WHEREAS**, in consonance with the Republic Act 9184 and its Implementing Rules and Regulations, a Project Procurement Management Plan (PPMP) which has been consolidated into the Annual Procurement Plan (APP) is in order for procurement of the programs, activities and projects for 2020;

**WHEREAS**, in consonance with the Republic Act 9184, otherwise known as the Government Procurement Reform Act, in its Implementing Rules and Regulations under Section 10, provides that "all procurement shall be done through competitive bidding, except as provided in Rule XVI";

**WHEREAS**, Section 48.1 of the IRR of the above cited act stipulates that "subject to prior approval of the head of procuring entity, and whenever justified by the conditions provided in this Act, the procuring entity may, in order to promote economy and efficiency, resort to any of the alternative mode of procurement;

**WHEREAS**, section 53.9 of the Revised Implementing Rules and Regulations (IRR) of the RA 9184 or otherwise known as the Government Procurement Reform Act of 2002 allows the procuring entity to resort to Negotiated Procurement – **SMALL VALUE PROCUREMENT**;

**WHEREAS**, on 5<sup>th</sup> day of August 2020, Request for Quotations were transmitted to the End-User. On the same day, bid notice was posted in the PhilGEPS website as mandated in the 2016 Revised IRR of RA 9184 for Request for Quotations with an Approved Budget for the Contract (ABC) of above Fifty Thousand Pesos (Php 50,000.00) under Small Value Procurement and Shopping;

**WHEREAS**, on 11<sup>th</sup> day of August 2020 at 6pm was the set deadline for the submission of quotations wherein four (4) price quotations were obtained from **TOPFOOD CATERING SERVICES, MARIA ELENA'S CATERING SERVICES, H100 ECOLOGE**, and **LOS ANGELES CORPORATION**. In pursuant to the 2016 Revised IRR of RA 9184 under Lease of Venue and Small Value Procurement, the receipt of at least one (1) price quotation is sufficient to proceed with the evaluation thereof;

**WHEREAS**, upon opening of the Request for Quotations held on the 18<sup>th</sup> day of August 2020, findings were listed in the summary of quotations below:

	NAME OF BIDDER	AS READ	AS CALCULATED	REMARKS
1	<b>TOPFOOD CATERING SERVICES</b>	61,950.00	61,950.00	WITHIN ABC
2	<b>MARIA ELENA'S CATERING SERVICES</b>	63,720.00	63,720.00	WITHIN ABC
3	<b>H100 ECOLOGE</b>	88,500.00	88,500.00	WITHIN ABC
4	<b>LOS ANGELES CORPORATION</b>	88,500.00	88,500.00	WITHIN ABC

**WHEREAS**, upon evaluation by the Bids and Awards Committee (BAC), **TOPFOOD CATERING SERVICES** emerged to be the lowest bidder. However, to ensure the compliance of the received quotations, the BAC resolved to require a post qualification inquiry;

**WHEREAS**, on 25<sup>th</sup> day of August 2020, the post qualification report was presented to the BAC. As per said report, **TOPFOOD CATERING SERVICES** and **MARIA ELENA'S CATERING SERVICES** were not able to comply with the provision of free use of hall. On the other hand, it was presented that the food serving of **LOS ANGELES CORPORATION** was found to be "plated" instead of the required individually packing of foods. Hence, the End-User deemed the said bidders to be non-compliant;

*[Handwritten signatures and initials]*



**-NEGOTIATED PROCUREMENT- SMALL VALUE PROCUREMENT-**

**CATERING SERVICES FOR THE LDI OF PANTAWID PAMILYA STAFF AND STAKEHOLDERS FOR CY 2020**

**WHEREAS**, based on the foregoing, the only bidder that was left to be compliant was **H100 ECOLOGDE**. Upon further assessment, the same was verified to be compliant. Therefore, the BAC resolved to recommend the award of contract to **H100 ECOLOGDE** an eligible and responsive bidder;

**NOW, THEREFORE**, foregoing premises considered, We, the Members of the Bids and Awards Committee, hereby **RESOLVED** as it is hereby resolved to recommend to the Regional Director the award of contract to **H100 ECOLOGDE** which offered an amount of Eighty-Eight Thousand Five Hundred Pesos Only (P88,500.00) inclusive of all the applicable taxes and fees for the **CATERING SERVICES FOR THE LDI OF PANTAWID PAMILYA STAFF AND STAKEHOLDERS FOR CY 2020**.

**RESOLVED** at the DSWD-CAR, 40 North Drive, Baguio City this **25<sup>th</sup> day of August 2020**.

**BIDS AND AWARDS COMMITTEE**

  
**ENRIQUE H. GASCON JR.**  
Chairperson

  
**EDNA S. BENITEZ**  
Alternate Vice Chairperson

Not present  
**MARY ANN G. BUCLAO**  
Provisional Member (End-User)

Not present  
**ARNOLD D. LARTEC**  
Regular Member

  
**DAZON B. HANGDAAN**  
Provisional Member (Expert)

  
**APPROVED/DISAPPROVED**

**LEO L. QUINTILLA**  
OIC Regional Director

  
RCLR/paw