

PURCHASE ORDER

Department of Social Welfare and Development
Cordillera Administrative Office

Annex G-5

Supplier		KINGSQUARE DAVIDSON HOTEL AND RESTAURANT		Purchase Order No.		2020-08-349	
Address		TABUK CITY, KALINGA		Date		8/28/2020	
				Mode of Procurement		SVP	
Gentlemen:							
Please furnish this office the following articles subject to the terms and conditions herein.							
Place of Delivery		Within Kalinga			Delivery Term:		Complete
Date of Delivery		AS SCHEDULED			Payment Term:		Charge
Stock/ Property	Unit	Description	QTY	Unit Cost	Total Cost		
		CATERING SERVICES FOR THE PANTAWID PAMILYANG PILIPINO PROGRAM REGIONAL AND PROVINCIAL CONFERENCE CY 2020-KALINGA					
		DAY 1: December 8,2020				-	
	servings	AM Snacks Baked Mac with Potato Chips, Buko juice	38	90.00		3,420.00	
	servings	Lunch Rice, Chicken Adobo, Relyenong Bangus, Pinakbet, fruit juice, Fruits Salad	38	200.00		7,600.00	
	servings	PM Snacks Chicken Sandwich, Nachos, Natural fruit juice	38	100.00		3,800.00	
	servings	Dinner Rice, Pork Sisig, Paksiw na Bangus, Mixed Fruits, Fruit Juice	38	200.00		7,600.00	
	day	HALL RENTAL	1	3,000.00		3,000.00	
		DAY 2: December 9,2020				-	
	servings	AM Snacks Clubhouse Sandwich, Fries, Natural fruit juice	38	100.00		3,800.00	
	servings	Lunch Rice, Chicken Barbecue, Adobong Pusit, Stir Fried Beans, Fruit juice, Maha Blanca	38	200.00		7,600.00	
	servings	PM Snacks Ube Ensaymada, Vegetable Lumpia, Natural Fruit juice	38	100.00		3,800.00	
	servings	Dinner Rice, Sinigang na Baboy, Fried Tilapya, Ginataang Kalabasa and Sitaw, Banana, Fruit Juice	38	200.00		7,600.00	
	day	HALL RENTAL	1	3,000.00		3,000.00	
		OTHER REQUIREMENTS	COMPLIANCE				
		CATERING					
		Food station must be manned by one (1) restaurant crew or personnel only, and must observe health precautions. Meals and snacks should be individually packed using biodegradable packaging materials.	✓				
		Lunch served with the combination of three viands (2 meats/fish and 1 vegetable). AM and PM snacks are preferably indigenous or healthy snacks with a glass of coconut water or natural fruit infused juice. If indicated Menu is not available, please attach proposed menu with serving details to be concurred by the end-user Note: a) creamer, sugar, and the like are preferred to be in a canister rather than in sachet to comply with green procurement b.) Portioning or serving of meals is based on standard and applicable food measurement (e.g. bowl of bilo-bilo or 2 pcs of suman with 1 slice of riped mango)	✓				
		Inclusive of free flowing brewed coffee/lemon grass tea and mineral water	✓				
		All materials must be reusable or recyclable	✓				
		VENUE					
		Undertake body temperature checking using thermal scanner at the venue entrances for all guests/participants by qualified health or medical staff or trained personnel	✓				
		Sanitizing mats are provided at the entrance of the venue for the disinfection of guests' shoes	✓				
		Physical distancing measures, hand sanitation, and respiratory etiquette must be observed when handling guests at the reception area	✓				
		Essential health kits such as 70% ethyl alcohol/hand sanitizer, tissue/paper towel and disposable waste bag should be available at the reception or counter	✓				
		The conference/ function hall is: a. function hall must adhere to 50% capacity to ensure physical distancing b. can accommodate the proposed number of attendees with distance regardless of the layout and arrangement of stage, chair, and table set up using rectangular or round tables, among others. Table set up should accomodate 50% of the original capacity c. sound proofed, well lighted and well ventilated d. In light of physical distancing, seating arrangement must consider enough spacing (to contribute to the conduciveness of the learning environment)	✓				

	Has access to strong WiFi connection to wit: minimum of 10 mbps for usual browsing (Google Meet, YouTube, Social media & other online platforms)	✓		
	Availability and free use of one functional LCD Projector	✓		
	Free charging of all electronic gadgets (i.e laptop, projector, mobile phone, among others), including free use of extension cords for the whole duration of the activity	✓		
	The place of delivery of the goods / services is within Kalinga.	✓		
			TOTAL	51,220.00
(Amount in words)		Fifty One Thousand Two Hundred Twenty Pesos Only		

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, 

(Signature over Printed Name)

Date

LEO L. QUINTILLA
Signature over Printed Name of Authorized Official
OIC Regional Director
Designation

Bank Account Name

Bank Account Number

TIN Number *please tick tax type
vat
 non-vat

Date of BIR Registration

Fund Cluster: <u>01 CMF CONTG CO</u>	ORS/ BURS No.: <u>42-102101-2020-08-01399</u>
Funds Available: <u>51,220.00</u>	Date of the ORS/ BURS: <u>Aug. 28, 2020</u>
WILBOURN B. BACOLONG ACCOUNTANT III 	Amount: <u>51,220.00</u>

RCLR/cdd



-NEGOTIATED PROCUREMENT- SMALL VALUE PROCUREMENT-

**CATERING SERVICES FOR THE PANTAWID PAMILYANG PILIPINO PROGRAM REGIONAL AND
 PROVINCIAL CONFERENCE CY 2020- KALINGA**

WHEREAS, the Department of Social Welfare and Development-Cordillera Administrative Region (DSWD-CAR) has been granted appropriations for the **CATERING SERVICES FOR THE PANTAWID PAMILYANG PILIPINO PROGRAM REGIONAL AND PROVINCIAL CONFERENCE CY 2020-KALINGA** with an Approved Budget for the Contract (ABC) Seventy Five Thousand Eight Hundred Pesos Only (P75,800.00);

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 19th 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 25th day of August 2020 at 6pm was the set deadline for the submission of quotations wherein three (3) price quotations were obtained from **KINGSQUARE DAVIDSON HOTEL & RESTAURANT, TAMPCO INN & TRAINING CENTER, M HOTEL INCORPORATED**. 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 **27th day of August 2020**, findings were listed in the summary of quotations below:

	NAME OF BIDDER	AS READ	AS CALCULATED	REMARKS
1	KINGSQUARE DAVIDSON HOTEL & RESTAURANT	51,220.00	51,220.00	WITHIN ABC
2	TAMPCO INN & TRAINING CENTER	55,640.00	55,640.00	WITHIN ABC
3	M HOTEL INCORPORATED	65,200.00	65,200.00	WITHIN ABC

WHEREAS, upon evaluation by the Bids and Awards Committee (BAC), **KINGSQUARE DAVIDSON HOTEL & RESTAURANT** emerged to be the lowest bidder and found to be compliant;

[Handwritten signatures and initials]

**BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 407 S. 2020**



-NEGOTIATED PROCUREMENT- SMALL VALUE PROCUREMENT-

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RESOLUTION NO. 407 S. 2020**



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**CATERING SERVICES FOR THE PANTAWID PAMILYANG PILIPINO PROGRAM REGIONAL AND
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WHEREAS, the End-User was mandated to ensure the compliance of the supplier to the required minimum public health and safety standards and protocols;

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 **KINGSQUARE DAVIDSON HOTEL & RESTAURANT** which offered an amount of Fifty One Thousand Two Hundred Twenty Pesos Only (₱51,220.00) inclusive of all the applicable taxes and fees for the **CATERING SERVICES FOR THE PANTAWID PAMILYANG PILIPINO PROGRAM REGIONAL AND PROVINCIAL CONFERENCE CY 2020- KALINGA**.

RESOLVED at the DSWD-CAR, 40 North Drive, Baguio City this **27th 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


JAMI A. BAMBILLA
Provisional Member (Expert)


APPROVED/DISAPPROVED

LEO L. QUINTILLA
OIC Regional Director


RCLR/bdv