

PURCHASE ORDER

Department of Social Welfare and Development
Cordillera Administrative Office

Annex G-5

Supplier	MARIA ELENA'S CATERING SERVICES	Purchase Order No.	2020-08-343		
Address	41 AMBUCLAO RD., GIBRLATAR, BAGUIO CITY	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 Itogon, Benguet	Delivery Term:	Complete		
Date of Delivery	AS SCHEDULED	Payment Term:	Charge		
Stock/ Property	Unit	Description	QTY	Unit Cost	Total Cost
		CATERING SERVICES FOR THE DVAPP AND BENEFICIARY ASSEMBLY IN ITOGON, BENGUET			
		Tentative Date: September 7, 2020			-
	-serving	AM Snacks (Pancit Bihon, Orange Juice)	150	40.00	6,000.00
	-serving	Lunch (Sinigang Pork with Vegetables, Fried Bangus, Rice, Juice)	150	100.00	15,000.00
	-serving	PM Snacks (Ham and Cheese Sandwich, Buko Juice)	150	40.00	6,000.00
		Tentative Date: September 8, 2020			-
	-serving	AM Snack (Bilo-bilo, Juice)	150	40.00	6,000.00
	-serving	Lunch (Pochoero with Vegetables, Fried Chicken, Juice)	150	100.00	15,000.00
	-serving	PM Snacks (Chocolate cake, Buko Juice)	150	40.00	6,000.00
		Tentative Date: September 9, 2020			-
	-serving	AM Snacks (Pancit Bihon, Orange Juice)	150	40.00	6,000.00
	-serving	Lunch (Pork Adobo with Vegetables, Fried Bangus, Rice, Juice)	150	100.00	15,000.00
	-serving	PM Snacks (Bananacue, Buko Juice)	150	40.00	6,000.00
		Tentative Date: September 10, 2020			-
	-serving	AM Snacks (Boiled Camote, Fruit juice)	150	40.00	6,000.00
	-serving	Lunch (Rice, Fried Pork Chop, Monggo, Fruit Juice)	150	100.00	15,000.00
	-serving	PM Snacks (Bilo-Bilo, Fruit Juice)	150	40.00	6,000.00
		Tentative Date: September 11, 2020			-
	-serving	AM Snacks (Pancit Bihon, Orange Juice)	150	40.00	6,000.00
	-serving	Lunch (Sinigang Pork with Vegetables, Fried Bangus, Rice, Juice)	150	100.00	15,000.00
	-serving	PM Snacks (Ham and Cheese Sandwich, Buko Juice)	150	40.00	6,000.00
		Tentative Date: September 12, 2020			-
	-serving	AM Snacks (Bibingka, Orange Juice)	150	40.00	6,000.00
	-serving	Lunch (Rice, Fried Tilapia, pakbet, fruit juice)	150	100.00	15,000.00
	-serving	PM Snacks (Camotecue, Buko Juice)	150	40.00	6,000.00
		Tentative Date: September 13, 2020			-
	-serving	AM Snacks (Pancit Bihon, Orange Juice)	150	40.00	6,000.00
	-serving	Lunch (Sinigang Pork with Vegetables, Fried Bangus, Rice, Juice)	150	100.00	15,000.00
	-serving	PM Snacks (Ham and Cheese Sandwich, Buko Juice)	150	40.00	6,000.00
		Tentative Date: September 14, 2020			-
	-serving	AM Snacks (Bibingka, Orange Juice)	150	40.00	6,000.00
	-serving	Lunch (Rice, Sinigang na bangus, Tortang talong, Fruit Juice)	150	100.00	15,000.00
	-serving	PM Snacks (Palitaw and diket, fruit juice)	150	40.00	6,000.00
		Tentative Date: September 15, 2020			-
	-serving	AM Snacks (Pancit Bihon, Orange Juice)	150	40.00	6,000.00
	-serving	Lunch (Pork Adobo with Vegetables, Fried Bangus, Rice, Juice)	150	100.00	15,000.00
	-serving	PM Snacks (Bananacue, Buko Juice)	150	40.00	6,000.00
		Tentative Date: September 16, 2020			-
	-serving	AM Snacks (Pancit Bihon, Orange Juice)	150	40.00	6,000.00
	-serving	Lunch (Sinigang Pork with Vegetables, Fried Bangus, Rice, Juice)	150	100.00	15,000.00

150	40.00	6,000.00		
serving PM Snacks (Ham and Cheese Sandwich, Buko Juice)				
Tentative Date: September 17,2020				
150	40.00	6,000.00		
serving AM Snacks (Pancit Bihon, Orange Juice)				
150	100.00	15,000.00		
serving Lunch (Sinigang Pork with Vegetables, Fried Bangus, Rice, Juice)				
150	40.00	6,000.00		
serving PM Snacks (Ham and Cheese Sandwich, Buko Juice)				
Tentative Date: September 18,2020				
150	40.00	6,000.00		
serving AM Snacks (Boiled Camote, Fruit juice)				
150	100.00	15,000.00		
serving Lunch (Rice, Fried Pork Chop, Monggo, Fruit Juice)				
150	40.00	6,000.00		
serving PM Snacks (Bilo-Bilo, Fruit Juice)				
Tentative Date: September 19,2020				
150	40.00	6,000.00		
serving AM Snack (Bilo-bilo, Juice)				
150	100.00	15,000.00		
serving Lunch (Pochero with Vegetables, Fried Chicken, Juice)				
150	40.00	6,000.00		
serving PM Snacks (Chocolate cake, Buko Juice)				
OTHER REQUIREMENTS			COMPLIANCE	
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.			✓	
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 mineral water			✓	
All materials must be reusable or recyclable			✓	
The place of delivery of the goods / services is within Itogon, Benguet.			✓	
			TOTAL	351,000.00
(Amount in words)			Three Hundred Fifty One Thousand 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,



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: CMF Conty CO
Funds Available: 257,870

ORS/ BURS No. : 02-bd101-2020-08-01992
Date of the ORS/ BURS: Aug 28 2020

WILBOURN B. BACOLONG
ACCOUNTANT III

Amount: 351,000.00

RCLR/ajjd

**BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 412 S. 2020**

-NEGOTIATED PROCUREMENT- SMALL VALUE PROCUREMENT-

CATERING SERVICES FOR THE DVAPP AND BENEFICIARY ASSEMBLY IN ITOGON, BENGUET

WHEREAS, the Department of Social Welfare and Development-Cordillera Administrative Region (DSWD-CAR) has been granted appropriations for the **CATERING SERVICES FOR THE DVAPP AND BENEFICIARY ASSEMBLY IN ITOGON, BENGUET** with an Approved Budget for the Contract (ABC) of Three Hundred Ninety Thousand Pesos Only (P390,000.00);

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 13th 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 18th day of August 2020 at 6pm was the set deadline for the submission of quotations wherein three (3) price quotations were obtained from **ANTHONY'S RESTAURANT, GABLETS CATERING SERVICES, and MARIA ELENA'S CATERING SERVICES**. On the other hand, **THIKFACE CATERING SERVICES** and **FIVE B'S CORNER** did not respond to the invitation. 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 **25th day of August 2020**, findings were listed in the summary of quotations below:

	NAME OF BIDDER	AS READ	AS CALCULATED	REMARKS
1	ANTHONY'S RESTAURANT	284,400.00	308,100.00	WITHIN ABC
2	GABLETS CATERING SERVICES	382,200.00	382,200.00	WITHIN ABC
3	MARIA ELENA'S CATERING SERVICES	351,000.00	351,000.00	WITHIN ABC

WHEREAS, upon evaluation by the Bids and Awards Committee (BAC), **ANTHONY'S RESTAURANT** 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 26th day of August 2020, the post qualification report was presented to the BAC. As per said report, the business permit of **ANTHONY'S RESTAURANT** was registered in Bulacan. Upon inquiry on how will they deliver the said services in activity venue, said bidder stated that they own a facility in Bakakeng Norte, Baguio City wherein it serves as their food preparation facility. However, upon retrieval of permit of the establishment that was claimed to be situated in Bakakeng Norte, said bidder was not able to present such permit;

WHEREAS, during deliberation, it was discussed that since **ANTHONY'S RESTAURANT** claimed that their facility in Baguio City is the one that will be used in the food preparation, said facility should be also equipped with all the appropriate permits. This is to ensure that said facility was able to secure the prescribed sanitary inspection and the respective health permits of their workers. Therefore, since **ANTHONY'S RESTAURANT** was not able to submit the business permit of their facility in Baguio City, said bidder was deemed ineligible;

(Handwritten signatures and initials)

**BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 412 S. 2020**

-NEGOTIATED PROCUREMENT- SMALL VALUE PROCUREMENT-

CATERING SERVICES FOR THE DVAPP AND BENEFICIARY ASSEMBLY IN ITOGON, BENGUET

WHEREAS, **MARIA ELENA'S CATERING SERVICES** emerged to be the next lowest bidder. Upon evaluation, the quotation of said bidder was found to be compliant with all the prescribed requirements. Therefore, based on the foregoing, the BAC resolved to recommend the award of contract to **MARIA ELENA'S CATERING SERVICES** 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 **MARIA ELENA'S CATERING SERVICES** which have a contract amount of Three Hundred Fifty One Pesos Only (P351,000.00) inclusive of all the applicable taxes and fees for the **CATERING SERVICES FOR THE DVAPP AND BENEFICIARY ASSEMBLY IN ITOGON, BENGUET**.

RESOLVED at the DSWD-CAR, 40 North Drive, Baguio City this **26th day of August 2020**.

BIDS AND AWARDS COMMITTEE


ENRIQUE H. GASCON JR.
Chairperson


EDNA S. BENITEZ
Alternate Vice Chairperson

NOT PRESENT
Provisional Member (End-User)

Not present
Regular Member


DAZON B. HANGADAAN
Provisional Member (Expert)


APPROVED/DISAPPROVED

LEO L. QUINTILLA
OIC Regional Director

RCLR/kenneth
