

PURCHASE ORDER

Department of Social Welfare and Development
Cordillera Administrative Office

Annex G-5

Supplier		MARIA ELENA'S CATERING SERVICES		Purchase Order No.		2020-08-345	
Address		41 AMBUCLAO RD., GIBRLATAR, BAGUIO CITY		Date		8/28/2020	
Gentlemen:				Mode of Procurement		SVP	
Please furnish this office the following articles subject to the terms and conditions herein.							
Place of Delivery		Within Tublay, 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 TUBLAY, BENGUET							
Tentative Date: September 21, 2020							
	AM Snacks	Nilagang saba, juice	150	40.00	6,000.00		
	Lunch	Pork Adobo, Steamed Okra & Camote Tops, Rice, Juice	150	100.00	15,000.00		
	PM Snacks	French Fries, Juice	150	45.00	6,750.00		
Tentative Date: September 22, 2020							
	AM Snacks	Pancit Bihon, Orange Juice	150	45.00	6,750.00		
	Lunch	Chicken Adobo, Laing, Rice, Juice	150	100.00	15,000.00		
	PM Snacks	Nilagang Saba, Buko Juice	150	40.00	6,000.00		
Tentative Date: September 23, 2020							
	AM Snacks	Bananacue, Orange Juice	150	45.00	6,750.00		
	Lunch	Fried Tilapia, Pinakbet, Rice, Juice	150	100.00	15,000.00		
	PM Snacks	Camote cue, Juice	150	40.00	6,000.00		
Tentative Date: September 24, 2020							
	AM Snacks	Nilagang Camote, Orange Juice	150	45.00	6,750.00		
	Lunch	Fried Galunggong, Chopsuey, Rice, Juice	150	100.00	15,000.00		
	PM Snacks	Mixed Chips, Mango Juice	150	40.00	6,000.00		
Tentative Date: September 25, 2020							
	AM Snacks	Pancit Bihon, Orange Juice	150	45.00	6,750.00		
	Lunch	Chicken Adobo, laing, Rice, Juice	150	100.00	15,000.00		
	PM Snacks	Ham and Cheese Sandwich, Orange Juice	150	40.00	6,000.00		
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 Tublay, Benguet.			✓				
(Amount in words)					TOTAL		138,750.00
One Hundred Thirty Eight Thousand Seven Hundred Fifty 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:

(Signature over Printed Name)	Date
Bank Account Name	Bank Account Number
TIN Number	Date of BIR Registration

*please tick tax type
 vat
 non-vat

Very Truly Yours,



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

Fund Cluster: CMF Comtg Co
 Funds Available: 138,750
WILBOURN B. BACOLONG
 ACCOUNTANT III

ORS/ BURS No.: 02-102101-2020-08-01393
 Date of the ORS/ BURS: 8/28/2020
 Amount: 138,750.00

**BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 413 S. 2020**

-NEGOTIATED PROCUREMENT- SMALL VALUE PROCUREMENT-

CATERING SERVICES FOR THE DVAPP AND BENEFICIARY ASSEMBLY IN TUBLAY, 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 TUBLAY, BENGUET** with an Approved Budget for the Contract (ABC) of One Hundred Fifty Thousand Pesos Only (P150,000.00);

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	118,500.00	118,500.00	WITHIN ABC
2	GABLETS CATERING SERVICES	147,000.00	147,000.00	WITHIN ABC
3	MARIA ELENA'S CATERING SERVICES	138,750.00	138,750.00	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 the 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;

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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 One Hundred Thirty-Eight Thousand Seven Hundred Fifty Pesos Only (P138,750.00) inclusive of all the applicable taxes and fees for the **CATERING SERVICES FOR THE DVAPP AND BENEFICIARY ASSEMBLY IN TUBLAY, 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
Regular Member

NOT PRESENT
Provisional Member (End-User)


DAZON B. HANGADAAN
Provisional Member (Expert)


APPROVED/DISAPPROVED

LEO L. QUINTILLA
OIC Regional Director


RCLR/kenneth