



**PURCHASE ORDER**  
**DSWD MIMAROPA Region**  
**Entity Name**

Supplier : <b>R. CASISON CATERING SERVICES</b>	P.O. No. : <b>2022-02-0013</b>
Address : <b>2200 JESUS ST. COR. PALUMPONG ST., PANDACAN, MANILA</b>	Date : <b>28-Feb-22</b>
TIN : <b>217-729-063-000</b>	Mode of Procurement : <b>NP-SVP</b>

Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : <b>DSWD FIELD OFFICE MIMAROPA-Conference Room (1680 F.T. Benitez St., cor. Malvar St., Malate, Manila)</b>	Delivery Term : <b>FOB Destination</b>
Date of Delivery : <b>MARCH TO DECEMBER 2022</b>	Payment Term : <b>15-30 days upon final inspection</b>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<b>CATERING SERVICES (2 Meals and 2 Snacks for 11 Meetings)</b>  <b>CONDUCT OF REGIONAL MANAGEMENT COMMITTEE MEETINGS</b>  <b>Guaranteed Pax: 10 Pax for Every Meeting</b>  <b>Date of Activity: MARCH TO DECEMBER 2022</b>  <b>Venue: DSWD FIELD OFFICE MIMAROPA REGIONAL CONFERENCE ROOM</b> 1680 F.T. Benitez St., cor. Malvar St., Malate, Manila  <b>TYPE and TIME OF SERVING:</b> <b>BREAKFAST : 8:00 am - BUFFET Style</b> (Consist of THREE Main Course and Provision of Milk, Coffee, Cereals, Eggs, Sandwiches, Infused Water and Fresh Fruits)  <b>AM SNACK : 9:30 am - PLATED</b>  <b>LUNCH : 11:30 am - BUFFET STYLE</b> (TWO Main Course and One Vegetable Viand, Desserts and Drinks)  <b>PM SNACK : 3:00 pm - PLATED</b>  <b>INCLUSIONS:</b> FREE Flowing of Coffee/Candies/Nuts/Milo  <b>NOTE:</b> *Caterer shall submit proposed Menu of the day one (1) week before the scheduled activity *End-user shall inform the Service Provider one to two weeks the exact date prior to the conduct of the activity *****NOTHING FOLLOWS*****  <b>PR No.:</b> 2022-02-0068 <b>Approved Budget for the Contract:</b> Php 114,400.00 <b>Purpose:</b> CATERING SERVICES FOR THE REGIONAL MANAGEMENT COMMITTEE MEETING (RMANCOM) on MARCH to DECEMBER 2022 <b>Prepared by:</b> Lorie Licop	13	280.00/head x 11 Meetings = <b>3,080.00</b> 125.00/head x 11 Meetings = <b>1,375.00</b> 250.00/head x 11 Meetings = <b>2,750.00</b> 125.00/head x 11 Meetings = <b>1,375.00</b>	40,040.00 17,875.00 35,750.00 17,875.00

(Total Amount in Words) <b>One Hundred Eleven Thousand Five Hundred Forty Pesos Only</b>	<b>PHP 111,540.00</b>
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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 of Supplier

\_\_\_\_\_  
 Date

Very truly yours,

**FERNANDO R. DE VILLA JR., CESO III**  
 Signature over Printed Name of Authorized Official

**Regional Director**  
 Designation

<b>Fund Cluster : 1</b> <b>Funds Available :</b> 111,540 ✓   <b>DANILYN T. GALAN</b> Signature over Printed Name of AO IV/ OIC - Head, Accounting Section
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<b>ORS/BURS No. :</b> 2022-03-0332 <b>Date of the ORS/BURS:</b> 2/28/22 <b>Amount :</b> 111,540-
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## NOTICE OF AWARD

February 28, 2022

**RUTH CASISON**

Proprietor

R. CASISON CATERING SERVICES

2200 Jesus St. cor. Palumpong St., Pandacan, Manila

Dear **Ms. Casison**:

We are pleased to inform you that the RFQ No. 2022-02-0068 for "**Catering Services in the conduct of Regional Management Committee Meeting (RMANCOM) on March to December 2022**" is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **One Hundred Eleven Thousand Five Hundred Forty Pesos Only (Php 111,540.00)**.

You are therefore required to comply with the Terms and Conditions stated in the PO No. 2022-02-0013 from the receipt of this Notice of Award.

Please signify your conformity by signing below and transmitting a signed copy to us.

Very truly yours,

  
**FERNANDO R. DE VILLA JR., CESO III**

Regional Director

Head of the Procuring Entity

**Conforme:**

\_\_\_\_\_  
(Signature over Printed Name of Bidder's Authorized Representative)

**R. CASISON CATERING SERVICES**

Date : \_\_\_\_\_

Procurement Form No. 04 - B (Abstract of Canvass)  
 REPUBLIC OF THE PHILIPPINES  
 DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
 ABSTRACT OF QUOTATIONS

Purpose: CATERING SERVICES FOR THE SPECIAL/EMERGENCY REGIONAL MANAGEMENT COMMITTEE MEETING on MARCH to DECEMBER 2022

AOQ No.: 2022-02-0068 NP-SVP

Item No.	Qty	Unit	Purchaser's Requirements	BIDDER'S NAME											
				R. CASISON CATERING SERVICES			MOKS FOODHOUSE & CAFÉ			SWISS-BELHOTEL BLULANE					
				Bidder's Specification	Unit Cost	Total Cost	Bidder's Specification	Unit Cost	Total Cost	Bidder's Specification	Unit Cost	Total Cost			
1	13	pax	CATERING SERVICES (2 Meals and 2 Snacks for 11 Meetings)				NO QUOTATION			NO QUOTATION					
			10 Guaranteed Pax for Every Meeting												
			CONDUCT OF REGIONAL MANAGEMENT COMMITTEE MEETINGS												
			Date of Activity: MARCH TO DECEMBER 2022												
			Venue: DSWD FIELD OFFICE MIMAROPA REGIONAL CONFERENCE ROOM 1680 F.T. Benitez St., cor. Malvar St., Malate, Manila												
			TYPE and TIME OF SERVING:												
			BREAKFAST : 8:00 am - BUFFET Style		280.00/head x 11 Meetings = <u>3,080.00</u>	40,040.00									
			Consist of THREE Main Course and Provision of Milk, Coffee, Cereals, Eggs, Sandwiches, Infused Water and Fresh Fruits												
			AM SNACK : 9:30 am - PLATED		125.00/head x 11 Meetings = <u>1,375.00</u>	17,875.00									
			LUNCH : 11:30 am - BUFFET STYLE		250.00/head x 11 Meetings = <u>2,750.00</u>	35,750.00									
			TWO Main Course and One Vegetable Viand, Desserts and Drinks												
			PM SNACK : 3:00 pm - PLATED		125.00/head x 11 Meetings = <u>1,375.00</u>	17,875.00									
			INCLUSIONS:												
			FREE Flowing of Coffee/Candies/Nuts/Milo												
			NOTE:												
			*Caterer shall submit proposed Menu of the day one (1) week before the scheduled activity												
			*End-user shall inform the Service Provider one to two weeks the exact date prior to the conduct of the activity												
			*****NOTHING FOLLOWS*****												
			PAGE 1 OF 1												
			APPROVED BUDGET FOR THE CONTRACT: Php 114,400.00	TOTAL AMOUNT		111,540.00	TOTAL AMOUNT		0.00	TOTAL AMOUNT		0.00			

February 28, 2022  
 R. CASISON, CATERING SERVICES as the sole responsible S/A

Deliberated upon by the DSWD - BIDS COMMITTEE (DSWD-BAC) on  
 recommends to be awarded to

JAMUEL P. BALBABOCO  
BAC Member

IMEE C. VILLANUEVA  
BAC Member

GENELIZA D. GABILAN  
BAC Member

SONIA R. DE LEON  
BAC Vice Chairperson

SHEILA S. TAPIA  
BAC Chairperson

PATRICK G. JARMIN  
Alternate BAC Member

KHEEN MICHAEL G. SE  
Alternate BAC Member

ANGELYN S. AGUNDO  
Alternate BAC Member

Approved by:

FERNANDO R. DE VILLA JR., CESO III  
Regional Director