



**PURCHASE ORDER**  
DSWD MIMAROPA Region  
Entity Name

Supplier : <b>GARLYN CATERING SERVICES</b> Address : <u>Zone III, Pinamalayan, Oriental Mindoro</u> TIN : 401-867-916-00000	P.O. No. : <b>2022-12-1196</b> Date : December 02, 2022 Mode of Procurement : NP-SVP
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Gentlemen:  
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : Pinamalayan, Oriental Mindoro Date of Delivery : December 5-8, 2022	Delivery Term : <u>FOB Destination</u> Payment Term : <u>15-30 days upon final inspection</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<b>Catering Service for 4 days (1 meal &amp; 2 snacks)</b> <b>Capability Building for Zero Hunger Program</b> Venue: Pinamalayan, Oriental Mindoro Date: December 5-8, 2022  Menu/Time of serving: AM snack: 9:30 AM Sandwich, Pasta, Soft drinks or juice, Water Lunch: 12:00 NN Rice with meat and vegetables or fish (for non pork eaters), served with fresh fruits, softdrinks or juice, water PM snack: 3:00 PM Sandwich / Pansit / Spaghetti with bread, soft drinks or juice, water  ***nothing follows***   TOTAL APPROVED BUDGET FOR THE CONTRACT: (Php 72,000.00) <b>RFQ No. 2022-11-1201 NP-SVP</b> PURPOSE: Capability Building for Zero Hunger Program Prepared by: Cathy Victorio	36  32 guaranteed pax	495.00	71,280.00
				<b>TOTAL</b>	<b>71,280.00</b>

(Total Amount in Words) **Seventy-One Thousand Two Hundred Eighty 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 of Supplier

Date

Very truly yours,

  
**LEONARDO C. REYNOSO, CESO III**  
Signature over Printed Name of Authorized Official  
Regional Director

Fund Cluster : 101  
Funds Available : 71,280.00

  
**DANILYN T. GALAN**  
Signature over Printed Name of Chief Accountant/Head of Accounting  
Accountant-III / Accounting Section Head

ORS/BURS No. : 22-101101-22-12-1196-6401  
Date of the ORS/BURS: 12/21/2022  
Amount : 71,280.00

## NOTICE OF AWARD

December 1, 2022

**GARLYN VILLAREAL**  
Authorized Representative  
**GARLYN CATERING SERVICES**  
Zone III, Pinamalayan, Oriental Mindoro

Dear Ms. Villareal:

We are pleased to inform you that the RFQ No. 2022-11-1201 for the Catering Service of the Capability Building for Zero Hunger Program is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to Seventy-One Thousand Two Hundred Eighty Pesos Only (Php 71,280.00).

You are therefore required to comply with the Terms and Conditions stated in the PO No. 2022-12-1196 the receipt of this Notice of Award.

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

Very truly yours,

  
**LEONARDO C. REYNOSO, CESO III**  
Regional Director  
Head of the Procuring Entity

Conforme:

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

**GARLYN CATERING SERVICES**

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

**BIDS AND AWARDS COMMITTEE (BAC)**

Resolution No. 22-11-0753

**BAC RESOLUTION RECOMMENDING NEGOTIATED PROCUREMENT-SMALL VALUE  
PROCUREMENT AS AN ALTERNATIVE MODE OF PROCUREMENT OF THE CATERING  
SERVICE FOR THE CAPABILITY BUILDING FOR ZERO HUNGER PROGRAM AND  
RECOMMENDING AWARD**

(PR No. 2022-11-1201)

**WHEREAS**, on November 16, 2022, the Bids and Awards Committee thru its Secretariat received an approved Purchase Request for the Catering Service for the Capability Building for Zero Hunger Program in Oriental Mindoro;

**WHEREAS**, the approved Budget for the Contract for the Catering Service is Seventy-Two Thousand Pesos Only (Php 72,000.00);

**WHEREAS**, the above mentioned request has been supplemented in the Annual Procurement Plan for FY 2022 as per attached Supplemental Project Procurement Management Plan;

**WHEREAS**, following the procurement modality, Negotiated Procurement- Small Value Procurement (NP-SVP) as supplemented in the CY 2022 Annual Procurement Plan of the Region and pursuant to Annex H of 2016 Implementing Rules and Regulations (IRR) of the Republic Act (RA) 9184 or the Government Procurement Reform Act, in NP-SVP, *"The BAC shall prepare and send the RFQs to at least three (3) suppliers, contractors or consultants of known qualifications. This, notwithstanding, those who responded through any of the required postings shall be allowed to participate. Receipt of at least one (1) quotation is sufficient to proceed with the evaluation thereof;*

**WHEREAS**, the Procurement Section posted Request for Quotation (RFQ) in the Philippine Government Electronic Procurement System (PhilGEPS) website for five (5) days, starting on November 18, 2022 to November 23, 2022;

**WHEREAS**, the Procurement Section conducted canvass by sending Request for Quotation to prospective service providers. The RFQ and the proof of invitation are hereto attached as Annex A and made an integral part hereof;

**WHEREAS**, within the set deadline, three (3) quotations were received by the BAC Secretariat. The quotations received are hereto attached, marked as Annex B and made an integral part hereof;

**WHEREAS**, three service provider submitted their quotation with the following results;

Service Provider	Total Quote	Remarks
GARLYN CATERING SERVICES	Php 71,280.00	Lowest Calculated Bid and compliant to end-user requirements
SHIEM RESTAURANT	Php 71,712.00	Within ABC and compliant to end-user requirements
KARLENE CATERING SERVICES	Php 72,000.00	Within ABC and compliant to end-user requirements

**WHEREAS**, the Bids and Awards Committee, after review and evaluation, found that Garlyn Catering Services bid is responsive to the requirements of the Department, and is legally, financially, and technically capable to undertake the procurement and the end user's requirements;

**NOW, THEREFORE**, in light of the foregoing considerations, **WE**, the Bids and Awards Committee, hereby **RESOLVES** as it hereby **RESOLVED**;

1. To recommend the Alternative Mode of Procurement thru Negotiated Procurement - Small Value Procurement to the Head of the Procuring Entity (HOPE);
2. To recommend the approval of award to **Garlyn Catering Services**, as the Lowest Calculated and Responsive Bidder for the **Catering Service for the Capability Building for Zero Hunger Program in Oriental Mindoro** in the amount of **Seventy-One Thousand Two Hundred Eighty Pesos Only (Php 71,280.00)**;

RESOLVED this 24 day of November 2022 at Manila, Philippines

  
**JAMUEL P. BALBABOCO**  
BAC Member

**IMEE C. VILLANUEVA**  
BAC Member

  
**MARICEL DELA VEGA-URDAS**  
BAC Member

**PATRICK G. JARMIN**  
Alternate BAC Member


  
**KHEEN MICHAEL SE**  
Alternate BAC Member

**MIRAMELINDA O. LEUTERIO**  
Alternate BAC Member

**EDITHA B. OCAMPO**  
BAC Vice Chairperson

  
**GENELIZA C. GABILAN**  
BAC Chairperson

Approved      ( ) Disapproved

  
**LEONARDO C. REYNOSO, CESO III**  
Regional Director  
Head of Procuring Entity

Purpose: *Capability Building for Zero Hunger Program*

Item No.	Qty	Unit	Purchaser's Requirements	SHIEM RESTAURANT		KARLENE CATERING SERVICES		GARLYN CATERING SERVICES	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	36	pax	Catering Service for 4 days (1 meal & 2 snacks)	498.00	71,712.00	500.00	72,000.00	495.00	71,280.00
	32 guaranteed pax		Capability Building for Zero Hunger Program						
			Venue: Pinamalayan, Oriental Mindoro						
			Date: December 5-8, 2022						
			Menu/Time of serving:						
			AM snack: 9:30 AM		Pasta, Water, Bread		Pasta, Water		Sandwich, Pasta, Softdrinks
			Sandwich, Pasta, Soft drinks or juice, Water						
			Lunch: 12:00 NN		Rice, Meat & Vegetable, Water, Softdrinks		Rice, Meat & Vegetable, Water		Rice, Meat & Vegetable, Juice, Water, Fruits
			Rice with meat and vegetables or fish (for non pork eaters), served with fresh fruits, softdrinks or juice, water						
			PM snack: 3:00 PM		Sandwich, water		Pasta, Water		Spaghetti with bread, Softdrinks, Water
			Sandwich / Panisit / Spaghetti with bread, soft drinks or juice, water						
			***nothing follows***						
			<b>TOTAL APPROVED BUDGET FOR THE CONTRACT:</b>						
			Seventy-Two Thousand Pesos Only						
			<b>(Php 72,000.00)</b>		<b>TOTAL 71,712.00</b>		<b>TOTAL 72,000.00</b>		<b>TOTAL 71,280.00</b>

Deliberated upon by the DSWD - BIDS COMMITTEE (DSWD-BAC) on November 29, 2022 recommends to be awarded to GARLYN CATERING SERVICES as the lowest calculated bid

and

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|--|--|--|---|---|
| <b>JAMUEL P. BALBABOCO</b><br>Member         | <b>IMEE C. VILLANUEVA</b><br>Member            | <b>MARICEL F. DELA VEGA-URDAS</b><br>Member        | <b>EDITHA B. OCAMPO</b><br>Vice Chairperson | <b>GENELIZA D. GABILAN</b><br>Chairperson |
| <b>PATRICK G. JARMIN</b><br>Alternate Member | <b>KHEEN MICHAEL G. SE</b><br>Alternate Member | <b>MIRAMELINDA O. LEUTERIO</b><br>Alternate Member |   |   |

Approved by:  
  
**LEONARDO C. REYNOSO, CESOS III**  
 Regional Director