

March 9, 2023

**MS. LIEZEL P. ZAMORA**  
Authorized Representative  
EL PUEBLO RHIZORT CALAPAN, INC.  
Mahal na Pangalan, Calapan City, Oriental Mindoro

Dear **Ms. Zamora:**

We are pleased to inform you that the RFQ No. 2023-02-0306 for "Catering Services for the conduct of Provincial Inter-Agency Committee (PIAC) Meeting in Oriental Mindoro" is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **Forty Seven Thousand Five Hundred Pesos Only (Php47,500.00).**

You are therefore required to comply with the Terms and Conditions stated in the PO No.2023-03-0191 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,

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

  
BY: **BENCHIE B. GONZALES**  
Officer-in-Charge

**Conforme:**

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

**EL PUEBLO RHIZORT CALAPAN, INC.**

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



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

Supplier : <u>EL PUEBLO RHIZORT CALAPAN, INC.</u> Address : <u>Mahal na Pangalan, Calapan City, Oriental Mindoro</u> TIN :	P.O. No. <u>2023-03-0191</u> Date : <u>March 10, 2023</u> Mode of Procurement : <u>NP-SVP</u>
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Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : <u>Pantawid Provincial Operation Office, 2nd Floor, RKT Building, JP Rizal St., cor. Bayabas St., Brgy. Lalud, Calapan City, Oriental Mindoro</u> Date of Delivery : <u>see list below for the date of activity</u>	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
		<b>Provision of Catering Services for 1 Day</b> <b>Provincial Inter-Agency Committee (PIAC) Meeting</b> Venue: <u>Pantawid Provincial Operation Office, 2nd Floor, RKT Building, JP Rizal St., cor. Bayabas St., Brgy. Lalud, Calapan City, Oriental Mindoro</u> <b>Date of Activity:</b> 1    pax <u>March 15, 2023</u> 2    pax <u>June 18, 2023</u> 3    pax <u>September 21, 2023</u> 4    pax <u>November 16, 2023</u>	25	475.00	11,875.00
		<b>PROVISION / INCLUSION:</b> - Caterer shall submit proposed menu of the day one week before the scheduled activity ( <i>minimum of rice, 2 viands, 1 vegetable, soup, dessert, drinks</i> ) - All day coffee serving/coffee buffet, drinking water and candies - End user shall inform the service provider one to two weeks the exact date prior to the conduct of the activity <b>TYPE AND SERVING TIME:</b> - Individually hot packed meals - AM Snack: 9:00am, Lunch: 11:30am, Pm Snack: 3:00pm *****NOTHING FOLLOWS***** page 1 of 1			
		Approved Budget for the Contract: <u>Php50,000.00</u> <b>PR No. 2023-02-0306</b> Purpose: <u>Catering Services for the conduct of Provincial Inter-Agency Committee (PIAC) Meeting - Oriental Mindoro</u> Prepared by: <u>Emma Joy C. Nolasco</u>			

(Total Amount in Words) **Forty Seven Thousand Five Hundred Pesos Only** 47,500.00

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 of Supplier

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

**Regional Director**

\_\_\_\_\_  
 Date

**BY: BENCHIE R. GONZALES**  
 Officer-in-Charge

Fund Cluster : 01-101  
 Funds Available : 47,500.00

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

ORS/BURS No.: 2023-07-0955  
 Date of the ORS/BURS: 3/10/23  
 Amount : 47,500.00