

MEMORANDUM FOR THE REGIONAL DIRECTOR

FROM : THE AREA COORDINATOR
Aborlan

SUBJECT : REQUEST FOR AMENDMENT OF DATE

DATE : 3 APRIL 2023

This refers to the previously approved Project Proposal setting the date of conduct of the Community Volunteers Training (CVT) Procurement, Infra, Safety and Finance on/from 18-25 April 2023 to 9-16 May 2023. The undersigned respectfully requests for an amendment of the above date, to wit:

Activity / Venue	Approved Date	Amended Date
1. Community Volunteers Training (CVT) Procurement, Infra, Safety and Finance	April 18-25, 2023 (Batch 1, 2 and 3- 2 days/batch)	May 9-16, 2023 (Batch 1, 2 and 3- 2 days/batch)

The above amendment is requested due to the following reasons:

1. The Procurement unit recommended that the timetable for CVT be re-scheduled due to delayed issuance of Sub-Allotment Release Order (SAO) from the NPMO.

In view of the above, this request is respectfully submitted.



DAISY MAY C. SEGUNDO
AREA COORDINATOR

Endorsed by:




ATTY. ALDRIN F. BANDAL
RPC – KALAH-CIDSS

Recommending Approval:



SHEILA S. TAPIA
OIC-ARDO and DC, Promotive Services

APPROVED / DISAPPROVED:



LEONARDO C. REYNOSO, CESO III
Regional Director



DSWD MIMAROPA Region
PURCHASE ORDER

Supplier: **AINGEAL'S CATERING SERVICES** P.O. No.: **KC-2023-05-0056**
 Address: **IRAAN, ABORLAN, PALAWAN** Date: **02 May, 2023**
 TIN: **925-321-109-001** Mode of Procurement: **SHOPPING FOR NON-CONSULTING SERVICES**

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

Place of Delivery: **ABORLAN, PALAWAN** Delivery Term: **FOB Destination**
 Date of Delivery: **Proposed date** Payment Term: **Government Procedure**

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1		Activity: Catering Service for Community Volunteers Training (3 Batch) Phase 1 (6 days)			
	pax	Date: 9 May 2023 — Guaranteed pax: 137	153	450.00	68,850.00 ✓
	pax	Date: 10 May 2023 — Guaranteed pax: 137	153	450.00	68,850.00 ✓
	pax	Date: 11 May 2023 — Guaranteed pax: 123	137	450.00	61,650.00 ✓
	pax	Date: 12 May 2023 — Guaranteed pax: 123	137	450.00	61,650.00 ✓
	pax	Date: 15 May 2023 — Guaranteed pax: 37	41	480.00	19,680.00 ✓
	pax	Date: 16 May 2023 — Guaranteed pax: 37	41	480.00	19,680.00 ✓
		Venue: Aborlan, Palawan Meals: Snacks for AM and PM Plated: Snacks for AM and PM with beverage Lunch: Buffet (3 Main dish with soup, dessert and beverages) Note: Different Set of Dishes per day			
2		Activity: Catering Service for Project Development Workshop-Phase 1 (2 days)			
	pax	Date: 25 May 2023	74	480.00	35,520.00 ✓
	pax	Date: 26 May 2023	74	480.00	35,520.00 ✓
		Venue: Aborlan, Palawan Meals: Snacks for AM and PM Guaranteed Pax: 66 per conduct of activity Plated: Snacks for AM and PM with beverage Lunch: Buffet (3 Main dish with soup, dessert and beverages) Note: Different Set of Dishes per day			
3	pax	Activity: Catering Service for CEAC Activity - Operation and Maintenance Training Date: 28 June 2023 Venue: Aborlan, Palawan Meals: Snacks for AM and PM Guaranteed Pax: 164 Plated: Snacks for AM and PM with beverage Lunch: Buffet (3 Main dish with soup, dessert and beverages) Note: Different Set of Dishes per day	183	450.00	82,350.00 ✓
4	pax	Activity: Catering Service for Municipal Accountability Reporting-Phase 2 Date: 8 December 2023 Venue: Aborlan, Palawan Meals: AM Snack, Lunch & PM Snack Guaranteed Pax: 59 Plated: AM and PM Snacks (with cold beverage) Lunch: Buffet (3 Main dish with soup, dessert and beverages) Note: Different Set of Dishes	65	480.00	31,200.00 ✓
5	pax	Activity: Sustainable Planning Workshop- Phase 2 Date: 15 December 2023 Venue: Aborlan, Palawan Meals: AM Snack, Lunch & PM Snack Guaranteed Pax: 74 Plated: AM and PM Snacks (with cold beverage) Lunch: Buffet (3 Main dish with soup, dessert and beverages) Note: Different Set of Dishes	82	480.00	39,360.00 ✓

(Total Amount in Words) **Five Hundred Twenty-Four Thousand Three Hundred Ten Pesos Only** TOTAL **524,310.00**

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

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: **102**
Funds Available: **524,310.00**

DANIEL M. RIO JR.
Signature over Printed Name of AO/V / FA III, Accounting Section

ORS/BURS No.: **02-105428-2023-05-0016**
Date of the ORS/BURS: **5/14/2023**
Amount: **524,310.00**

NOTICE OF AWARD

Date: 20 APR 2023

VERNA LOU GAYZEL DAOG DELA ROSA
Proprietress
AINGEAL'S CATERING SERVICES
Iraan, Aborlan, Palawan

Dear **Ms. Dela Rosa**,

We are pleased to inform you that the RFQ No. KC-2023-02-0099 for the "Catering Services for Learning and Development Interventions on Community Empowerment Activity Cycle (CEAC) in National Community Driven Development Program (NCDDP); Additional Financing for Local Government Units (LGU) and Community Volunteers of Municipality of Aborlan, Palawan" is hereby awarded to you as **Lowest Calculated and Responsive Bidder** at a Contract Price equivalent to **Five Hundred Twenty-Four Thousand Three Hundred Ten Pesos Only (Php524,310.00)**.

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 

Conformed:

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

AINGEAL'S CATERING SERVICES

Date: _____