



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier : R. CASISON CATERING SERVICES Address : <u>2200 Jesus St., cor. Palumpong St., Pandacan Manila</u> TIN : _____	P.O. No. : 2024-03-0143 Date : March 18, 2024 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 : DSWD MIMAROPA FO 1680 F.T. Benitez St. cor Malvar St., Malate, Manila	Delivery Term : FOB Destination
Date of Delivery : March 26, 2024, June 25, 2024, September 24, 2024, October 14, 2024	Payment Term : 15-30 days upon final inspection

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	Catering Service for 4 meetings Quarterly Meeting of the Protective Services Division (PSD) with Support Group Venue: DSWD MIMAROPA FO 1680 F.T. Benitez St. cor Malvar St., Malate, Manila Dates: March 26, 2024, June 25, 2024, September 24, 2024, October 14, 2024 Type & Time of serving: <u>Managed Buffet Meals & Packed Snacks</u> AM snack - 9:00 AM Lunch - 12:00 NN PM snack - 3:00 PM Additional: Must have free flowing coffee & water during the activity Note: Caterer shall submit menu proposed of the day one (1) week before the scheduled activity (Serve high fiber veggies, less salty and less sweet, fish, less pork and beef, Chicken, healthy foods and fruits for dessert) Food shall be freshly cooked and prepared on the day of the activity ***nothing follows*** TOTAL APPROVED BUDGET FOR THE CONTACT (Php 60,000.00) RFQ No. 2024-03-0220 NP-SVP Quarterly Meeting of the Protective Services Division (PSD) with Support Group Prepared by: Cathy Victorio	30	485.00	58,200.00
			25 guaranteed pax		
TOTAL					58,200.00

(Total Amount in Words) Fifty-Eight Thousand Ywo Hundred 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
March 22 2024
 Date

Very truly yours: _____
LEONARDO C. REYNOSO, CESO III
 Signature over Printed Name of Authorized Official
 Regional Director

Fund Cluster : 1 Funds Available : ₱ 58,200.00 Signature over Printed Name of Chief Accountant/Head of Accounting Accountant III - Accounting Section Head	ORS/BURS No. : <u>02-10101-2024-03-144</u> Date of the ORS/BURS: <u>MARCH 18, 2024</u> Amount : <u>₱ 58,200.00</u>
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NOTICE OF AWARD

Date: MAR 15 2024

RUTH C. CASISON
Authorized Representative
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. 2024-03-0220 for the Quarterly Meeting of the Protective Services Division (PSD) with Support Group is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to FIFTY-EIGHT THOUSAND TWO HUNDRED PESOS ONLY (Php 58,200) inclusive of all applicable taxes.

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:

RUTH C. CASISON

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

R. CASISON CATERING SERVICES

Date: March 22 2024

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DSWD Field Office MIMAROPA, 1680 F. T Benitez cor Malvar Sts., Malate, Manila
Website: <http://www.fo4b.dswd.gov.ph> Tel Nos.: 5328-5111, 5328-5112, 5328-5113, 5328-5114, 5328-5115

