



**PURCHASE ORDER**  
DSWD MIMAROPA Region  
Entity Name

Supplier : <b>R. CASISON CATERING SERVICES</b> Address : 2220 Jesus St. cor. Palumpong St. Pandacan, Manila TIN :	P.O. No. : 2025-01-0016 Date : January 27, 2025 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 Date of Delivery : March 5; June 20; October 10; November 17, 2025	Delivery Term : <u>FOB Destination</u> Payment Term : 15-30 days upon final inspection
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<p align="center"><b>Catering Services for 4 days</b></p> <p><b>Activity:</b> 2025 Quarterly Regional Composite Research Monitoring and Evaluation Team (RCRMET)</p> <p><b>Delivery Place:</b> DSWD MIMAROPA FO <b>Guaranteed pax per session:</b> 16 pax <b>Date of Activity:</b> March 5, 2025 June 20, 2025 October 10, 2025 November 17, 2025</p> <p><b>Type of serving: Managed Buffet</b> <b>AM Snack: (9:30 am)</b> Pasta with bread/Cheeseburger with fries, bottled water or juice, or other pinoy delicacies <b>Lunch (11:30 pm)</b> Soup, rice, 2 viands, vegetables, dessert and bottled water or juice <b>PM Snack: (3:00 pm)</b> Pasta with bread/Cheeseburger with fries, bottled water or juice, or other pinoy delicacies Free flowing coffee Note: Caterer shall submit proposed menu of the day one (1) week before the scheduled activity</p> <p align="center">***nothing follows***</p> <p><b>NOTE: This serve as Notice to Proceed</b></p> <p>TOTAL APPROVED BUDGET FOR THE CONTRACT Fifty-Six Thousand Pesos Only (Php 56,000.00) PR No.: 2025-01-0039 PURPOSE: Catering services for the conduct of 2025 Quarterly Regional Composite Research Monitoring and Evaluation Team (RCRMET) meetings Prepared by: Mark Anthony A. Luz</p>	20	695.00	55,600.00
				<b>TOTAL</b>	<b>55,600.00</b>

(Total Amount in Words) **Fifty Five Thousand Six 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.

<p>Conforme:</p> <p align="center"> <b>MYLLES DERLA</b> Signature over Printed Name of Supplier  01/03/2025  Date</p>	<p>Very truly yours</p> <p align="center"> <b>LEONARDO C. REYNOSO, CESO III</b> Signature over Printed Name of Authorized Official Regional Director</p>
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<p>Fund Cluster : 101 Funds Available : <u>₱55,600.00</u></p> <p align="center"> <b>REYNOLD WILBERT L. TONGDO</b> Signature over Printed Name of Chief Accountant/Head of Accounting Accountant III - Accounting Section Head</p>	<p>ORS/BURS No. : <u>2025-01-0167</u> Date of the ORS/BURS: <u>28 JAN 2025</u> Amount : <u>₱55,600.00</u></p>
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## NOTICE OF AWARD

Date: 24 JAN 2025

### MYLLES DERLA

Authorized Representative

### R. CASISON CATERING SERVICES


2220 Jesus St. cor. Palumpong St. Pandacan, Manila

Dear Ms. Derla :

We are pleased to inform you that the RFQ No. 2025-01-0039 is hereby awarded to you as the Bidder with the Sole Calculated Responsive Quotation for the Catering services for the conduct of 2025 Quarterly Regional Composite Research Monitoring and Evaluation Team (RCRMET) meetings at a Contract Price amounting to Fifty Five Thousand Six Hundred Pesos Only (Php 55,600.00) 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:

  
**MYLLES DERLA**

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

### R. CASISON CATERING SERVICES

Date: 02/03/2025

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