



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION 1

Aguila Road, Sevilla, City of San Fernando, La Union
www.region1.dilg.gov.ph

BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 2022-62

DECLARING THE SINGLE CALCULATED AND RESPONSIVE BIDDER (SCRB) FOR THE PROCUREMENT OF MEALS AND SNACKS FOR THE PROVINCIAL ORIENTATION OF DILG-FOs ON LGU CAPDEV AGENDA AND ENCODING OF THE CAPDEV AGENDA IN THE OCDMS ON OCTOBER 18, 2022 IN PANGASINAN

WHEREAS, as mandated under RA 9184 otherwise known as "Government Procurement Reform Act" and its Revised Implementing Rules and Regulations, the Bids and Awards Committee (BAC) of the DILG Regional Office 1 adheres to the principles of transparency and competitiveness governing this Act;

WHEREAS, the Procuring Entity intends to procure **meals and snacks for the Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in the OCDMS on October 18, 2022 in Pangasinan** under Negotiated Procurement – Small Value Procurement with an Approved Budget for the Contract (ABC) of **One Hundred Two Thousand Pesos (P102,000.00)**;

WHEREAS, the procurement was posted at PhilGeps portal, DILG R1 website and conspicuous place on **October 4-7, 2022**;

WHEREAS, the BAC scheduled the opening of bids on October 11, 2022, 2:01 PM;

WHEREAS, the BAC floated Request for Quotation to Three (3) prospective suppliers namely: Pangasinan Regency, The President Hotel Capitol Park, and El Jardine Food Catering;

WHEREAS, after thorough review and evaluation by the BAC assisted by the Technical Working Group, only El Jardine Food Catering and Management Services submitted quotation and complete eligibility requirements;

WHEREAS, below is the result of the opening and evaluation of bids:

SUPPLIER	Valid Business/ Mayor's Permit	Latest Income/ Business Tax Return/Tax Clearance Certificate	PhilGeps Reg. No.	Menu	Bid Amount	Remarks
1. Pangasinan Regency Corporation	/	/	/	x	-	Incomplete eligibility requirements
2. The President Hotel Capitol Park, Inc.	/	/	x	x	-	Incomplete eligibility requirements
3. El Jardine Food Catering and Management Services	/	/	/	/	P81,000.00	SCRB

NOW THEREFORE, WE, the BAC Members, RESOLVE, as it is hereby RESOLVED:

- To declare **El Jardine Food Catering and Management Services** as the Single Calculated and Responsive Bidder (SCRB) with a quotation of **Eighty-one Thousand Pesos (P81,000.00)**;
- To recommend to the HOPE the award of contract to the SCRB.

RESOLVED, to furnish the **Local Government Capability Development Division (LG added)** and **Finance and Administrative Division (FAD)** a copy of this Resolution for its reference and appropriate action.

ADOPTED: DILG Regional Office 1 Conference Room, October 11, 2022 via Hybrid Conference.

Certified Correct:

MARIFE M. DOCULAN
 Head, BAC Secretariat

ATTY. CHESTER S. CAYABAS-DIWAS
 BAC Member

SHARWYN M. SANGEL
 BAC Member

Attested by:

LILY ANN Z. VICTORIO
 BAC Member

BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson

PEDRO D. GONZALES
 BAC Chairperson

On OB
LESLIE CAROL L. ISIP
 BAC Member

RHEALIZA A. DELOS SANTOS
 BAC Member/ End-User

APPROVED / DISAPPROVED:

AGNES A. DE LEON, CESO V
 OIC -Regional Director/ HOPE

"Matino, Mahusay at Maaasahan"

Tel. Nos. (072) 888 2108 • 888 2289 • 888 2294 • 888 3106
 888 7695 • 607 1245 • 607 1531 • 607 4467 to 70



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
 REGIONAL OFFICE 1
 Aguila Rd., Barangay Sevilla, City of San Fernando, La Union

Document Code		
FM-QP-DILG-AS-RO-10-06		
Rev. No.	Eff. Date	Page
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RFQ NO. 2022-09-253
 ABC: Php 102,000.00

ABSTRACT OF QUOTATION/S

MODE OF PROCUREMENT:
SMALL VALUE PROCUREMENT

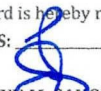
AOQ No. 2022-10-002
 Date : October 11, 2022
 Time: 2:01 PM

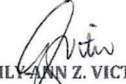
Item	Item/Description	ABC	Qty.	Unit	Pangasinan Regency Corporation	The President Hotel Capitol Park, Inc.	El Jardine Food Catering and Management Services
1	Meals and Snacks (Breakfast, AM Snack, Lunch, PM Snack & Dinner) on October 18, 2022	102,000.00	60	pax	Incomplete eligibility requirements	Incomplete eligibility requirements	P1,350.00/pax or P81,000.00
	Package inclusions:						
	- Usage of Functional Hall for 8 hours						
	- Overflowing coffee and iced tea or juice						
	- Assistance of professional staff						
	- Use of LCD Projector and white screen						
	- Use of basic sound system						
	- Complimentary parking area						
	PR No. 2022-09-340 Date Received: October 3, 2022 PUR: Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in the OCDMS on October 18, 2022 in Pangasinan						
	ELIGIBILITY REQUIREMENTS						
	*In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal the following eligibility requirements.						
	Valid Business/ Mayor's Permit				/	/	/
	Latest Income/Business Tax Return/Tax Clearance Certificate				/	/	/
	PhilGeps Reg. Number				/	x	/
	Menu				x	x	/

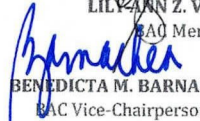
REMARKS:

Award is hereby recommended to be given to **El Jardine Food Catering and Management Services** which has the single calculated and responsive bid.

OTHERS:

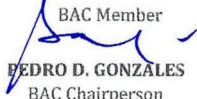

SHARWYN M. SANGEL
 BAC Member


LILY ANN Z. VICTORIO
 BAC Member


BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson

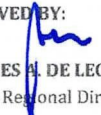

RAEMEY A. DELOS SANTOS
 BAC Member / End User

on OB
LESLIE CAROL L. ISIP
 BAC Member


PEDRO D. GONZALES
 BAC Chairperson


ATTY. CHESTER S. CAYABAS-DIWAS
 BAC Member

APPROVED BY:


AGNES A. DE LEON, CESO V
 OIC- Regional Director

REPUBLIC OF THE PHILIPPINES)
 LINGAYEN, PANGASINAN) S.S.

CONTRACT OF SERVICES

KNOW ALL MEN BY THESE PRESENTS:

This **CONTRACT OF SERVICE** is made and entered into this 13th day of October, 2022 in the City of San Fernando, La Union, Philippines, by and between.

The **DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT REGIONAL OFFICE 1**, represented herein by **AGNES A. DE LEON, CESO V, OIC - Regional Director**, with office and postal address at Aguila Road, Sevilla Norte, City of San Fernando, La Union 2500, herein referred to as the **First Party**.

- and-

That **EL JARDINE FOOD CATERING AND MANAGEMENT SERVICES** represented herein by **SUZETTE C. AMOR** with office address at **Libsong West Alvear St., Lingayen, Pangasinan** herein referred to as the **Second Party**.

WITNESSETH:

WHEREAS, The **FIRST PARTY** will conduct a **one (1) day** activity entitled "**Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in the OCDMS**" on **October 18, 2022** at **Libsong West Alvear St., Lingayen, Pangasinan**.

WHEREAS, the **SECOND PARTY** has the capability of providing food for the conduct of the above-mentioned activity at reasonable cost;

NOW, THEREFORE, for and inconsideration of the foregoing premises the parties hereto agree the contents of this Contract to wit:

1. **THAT**, the **SECOND PARTY** agrees and binds itself to the **FIRST PARTY** to provide food for the participants who will attend the "**Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in the OCDMS**" to be held on **October 18, 2022** at **Libsong West Alvear St., Lingayen, Pangasinan**, with the contract package of **EIGHTY ONE THOUSAND PESOS ONLY (Php 81,000.00)** as indicated in the approved activity design subject to the qualification that only the actual cost/billing of the **SECOND PARTY** shall be paid by the **FIRST PARTY** appearing in the Statement of Account;
2. **THAT** this Contract of Services shall be guaranteed for a minimum of 75% of the total number of participants. If attendance is above minimum, the **SECOND PARTY** shall provide food at the same rate for the additional participants;

Proposed Schedule	Activity	No. of Day	No. of Participants	Amount
October 18, 2022	Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in the OCDMS	1	60pax (Breakfast, am snack, lunch, pm snack & dinner)	Php 81,000.00


3. In case of the unforeseen incidental expenses incurred by the **FIRST PARTY**, the **FIRST PARTY** shall pay the **SECOND PARTY** the amount corresponding to it.
4. **THAT**, if the total number of participants exceed the foregoing guaranteed minimum number of participants, the **FIRST PARTY** shall pay the **SECOND PARTY** additional charges which shall be based on the actual number of participants at the indicated rate per person as indicated in Item #2 of this contract.
5. **THAT** the payment of the amount due and payable under this contract and the conduct of this activity is based on the approved and signed program/activity design subject to the usual government accounting and auditing rules and regulations;
6. **THAT**, the **SECOND PARTY** guarantees to provide safe and clean food for the said activity to be conducted by the **FIRST PARTY**, and the latter reserves the right to question any action of, or institute any appropriate action in a proper proceeding against the former for any injury the **FIRST PARTY** may sustain resulting from any harmful or contaminated food served by the **SECOND PARTY**;
7. **THAT**, in case the **SECOND PARTY** failed to effect deliveries of what is stipulated herein, without any fault on the part of the **FIRST PARTY**, or was not due to fortuitous event, the contract will be automatically rescinded without going to court and the **FIRST PARTY** shall be freed from any liability to the **SECOND PARTY**;
8. **THAT**, this contract shall be binding and may be cancelled/terminated at the option of either party upon prior written notice at least five (5) days before the commencement of the activity.
9. **THAT** this Contract shall take effect upon signing of both parties concerned.

IN WITNESS WHEREOF, the parties hereto and do hereby sign this document at
LINGAYEN, PANGASINAN, Philippines this _____ day of _____ 2022.

For the First Party


AGNES A. DE LEON, CESO V
OIC - Regional Director
DEPARTMENT OF THE INTERIOR AND
LOCAL GOVERNMENT- REGION 1

Witness:




For the Second Party


SUZETTE C. AMOR
Authorized Representative
EL JARDINE FOOD CATERING AND
MANAGEMENT SERVICES

Witness:

CERTIFIED FUNDS AVAILABLE:


MERCEDES C. LLANES
AO V/ Regional Budget Officer

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
LINGAYEN, PANGASINAN)S.S.

BEFORE ME, a Notary Public for and in LINGAYEN, PANGASINAN, this
17 OCT 2022, personally appeared

AGNES A. DE LEON, CESO V

TIN: _____

SUZETTE C. AMOR

TIN: _____

known to me as the same persons who executed the foregoing instrument and they further acknowledged to me that the same is their free and voluntary act and deed as well as that of the entities they respectively represent herein.

This agreement consisting of **three (3)** pages including this page where this acknowledgement is written, signed by said officials and their instrumental witnesses on each and every page thereof, refers to as **CONTRACT** for the purpose herein set forth.

WITNESS MY OFFICIAL SEAL and SIGNATURE, on the date and place above- written.

8

Doc. No. 211
Page No. 44
Book No. XXI
Series of low

Melvin C. Castro
ATTY. MELVIN C. CASTRO
NOTARY PUBLIC
UNTIL DECEMBER 31, 2023
COM. SN. 12-06-2021-L-009
TR NO. 8606211 / 01-03-2021
LINGAYEN, PANGASINAN
MCLE NO. VI0003170
ROLL OF ATTY NO. 019856
IBP LIFETIME NO. 017928

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Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
LOCAL GOVERNANCE REGIONAL RESOURCE CENTER 1

Regional Office I
Aguila Rd., Sevilla, San Fernando City, La Union
www.region1.dilg.gov.ph

NOTICE OF AWARD

October 12, 2022

SUZETTE C. AMOR
Authorized Representative
El Jardine Food Catering and Management Services
Libsong West, Alvear St., Lingayen, Pangasinan


Dear Ms. Amor:

We are pleased to inform you that your quotation amounting to **Eighty One Thousand Pesos Only (Php 81,000.00)** for the **Procurement of Meals and Snacks for the Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in the OCDMS** to be held on **October 18, 2022** at **El Jardine Food Catering and Management Services at Libsong West, Alvear St., Lingayen, Pangasinan** has been determined to be the **Lowest Calculated and Responsive Bid (SCRB)**.

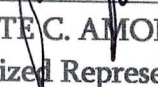
You are hereby required to formally enter into contract with us upon receipt of this Notice.

We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligation.

Very truly yours,


AGNES A. DE LEON, CESO V
OIC - Regional Director, DILG 1 and
Head of Procuring Entity

CONFORME:


SUZETTE C. AMOR
Authorized Representative
El Jardine Food Catering and Management Services
Libsong West, Alvear St., Lingayen, Pangasinan



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
LOCAL GOVERNANCE REGIONAL RESOURCE CENTER 1
Regional Office I

Aguila Rd., Sevilla, San Fernando City, La Union
www.region1.dilg.gov.ph

NOTICE TO PROCEED

October 14, 2022

SUZETTE C. AMOR
Authorized Representative
El Jardine Food Catering and Management Services
Libsong West, Alvear St., Lingayen, Pangasinan

Dear Ms. Amor:

With the attached **CONTRACT OF SERVICES** having been approved, you are hereby notified to provide **Meals and Snacks for the Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in the OCDMS on October 18, 2022** at **El Jardine Food Catering and Management Services at Libsong West, Alvear St., Lingayen, Pangasinan.**

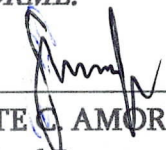
Likewise, you are responsible for performing the required services under the terms and conditions of the Contract of Services, and your submitted quotation/proposal.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Keep one copy and return the other copy to the DILG Regional Office 1, c/o BAC Secretariat, City of San Fernando, La Union.

Very truly yours,


AGNES A. DE LEON, CESO V
OIC - Regional Director, DILG 1 and
Head of Procuring Entity 

CONFORME:



SUZETTE C. AMOR
Authorized Representative
El Jardine Food Catering and Management Services
Libsong West, Alvear St., Lingayen, Pangasinan