



ORIGINAL

### PURCHASE ORDER

SUPPLIER: **M.P EVANGELISTA CATERING SERVICES**  
ADDRESS: 227 SAN GABRIEL, SANTA MARIA, BULACAN

P.O. No.: 2020-11-191

DATE: Nov. 18, 2020

TIN: 414-713-157-000

MODE OF PROCUREMENT: NP-SMALL VALUE  
PROCUREMENT

Gentlemen:

Please furnish this Office the following article(s) subject to the terms and conditions contained herein.

Place of Delivery: ATI, Diliman, Quezon City

Delivery Terms: WORKING DAYS

Date of Delivery:

Payment Term: LDDAP

| STOCK NO.   | UNIT | DESCRIPTION   | QTY | UNIT COST | TOTAL COST |
|---|------|---|-----|-----------|------------|
|   | pax  | <b>Breakfast</b><br>3 viands: choices of vegetables, fish, meat/chicken/beef with soup, plain rice, fresh fruits, fruit juice and water | 150 | 200.00    | 30,000.00  |
|   | pax  | <b>AM Snacks</b><br>Light serving choices of local delicacies, pancit, pasta, empanada and fresh fruit juice and water                  | 150 | 100.00    | 15,000.00  |
|   | pax  | <b>Lunch</b><br>3 viands: choices of vegetables, fish, meat/chicken/beef with soup, plain rice, fresh fruits, fruit juice and water     | 150 | 350.00    | 52,500.00  |
|   | pax  | <b>PM Snacks</b><br>Light serving choices of local delicacies, pancit, pasta, empanada and fresh fruit juice and water                  | 150 | 100.00    | 15,000.00  |
|   | pax  | <b>Dinner</b><br>3 viands: choices of vegetables, fish, meat/chicken/beef with soup, plain rice, fresh fruits, fruit juice and water    | 150 | 350.00    | 52,500.00  |
| "Prospective supplier must have a satisfactory rating feedback from previous contract with ATI or must not have been complained of any unsatisfactory service(s)" |      |   |     |           |            |
| *Note: Actual billing depend on the request of the Divisions or Offices   |      |   |     |           |            |
| Purpose:<br>Meals and snacks to be served for the 4th Quarter CY 2020 for Meetings and other activities of ATI different divisions and offices                    |      |   |     |           |            |

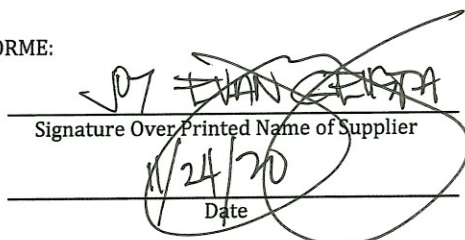
TOTAL AMOUNT IN WORDS:

ONE HUNDRED SIXTY FIVE THOUSAND PESOS ONLY

₱ 165,000.00

In case of failure to make the full delivery within the time specified above, a penalty of one percent (1%) for everyday of delay shall be imposed.

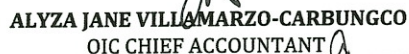
CONFORME:

  
Signature Over Printed Name of Supplier  
11/24/20  
Date

Very truly yours,

  
ALFREDO S. ATAN, MPS-DM  
DIRECTOR IV

FUNDS AVAILABLE:

  
ALYZA JANE VILLAMOR-CARBUNGO  
OIC CHIEF ACCOUNTANT

OR/BUR No.: 2020-11-1292  
11-19-20

Amount: ₱ 165,000





November 18, 2020

### NOTICE OF AWARD

**MS. MARY JOY P. EVANGELISTA**

Sales Representative

**M.P. EVANGELISTA CATERING SERVICES**

227 San Gabriel, Santa Maria, Bulacan

Madam:

Please be informed that the CONTRACT for the Catering Services to be served during the conduct 4<sup>th</sup> Quarter CY 2020 meetings and other activities of ATI different divisions and offices, under Purchase Order 2020-11-191 is hereby awarded to **M.P. EVANGELISTA CATERING SERVICES** at the Contract Price equivalent to **ONE HUNDRED SIXTY FIVE THOUSAND PESOS ONLY (P 165,000.00)**.

You are therefore required within seven (7) days from the receipt of the approved Purchase Order to formally enter into contract with us by signing the CONFORME below. Failure to enter into the said Contract or confirm the said Purchase Order shall constitute a sufficient ground for cancellation of this award.

Kindly coordinate with the BAC Secretariat for details. Thank you.

Truly yours,

**ALFREDO S. ATON, MPS-DM**

Director IV

CONFORME:

Name and signature of the Bidder's Representative

Date Received





**AGRICULTURAL TRAINING INSTITUTE – CENTRAL OFFICE**  
**BIDS AND AWARDS COMMITTEE**

**A RESOLUTION RECOMMENDING APPROVAL FOR ADOPTING ALTERNATIVE METHOD OF  
PROCUREMENT – NEGOTIATED PROCUREMENT - SMALL VALUE PROCUREMENT AND AWARD**  
Section 53.9 and Annex "H" D-8 of 2016 Revised IRR of RA 9184

**BAC Resolution No. ISD-11-03, s. 2020**

**WHEREAS**, the Agricultural Training Institute Director/Head of Procuring Entity had approved Purchase Request (P.R.) No. ISD FUND 2020-10-37A for Meals and Snacks to be served for the 4<sup>th</sup> Quarter CY 2020 for Meetings and other Activities of ATI Different Divisions and Offices with Approved Budget for the Contract (ABC) of P 180,000.00 in accordance to the End-users Project Procurement Management Plan (PPMP);

**WHEREAS**, as a general rule, all procurement shall be done through competitive bidding except whenever justified by the conditions in order to promote economy and efficiency, may resort to any alternative method of procurement;

**WHEREAS**, one of the functions of BAC is to recommend to the Head of Procuring Entity (HOPE) the mode of procurement to be undertaken to meet the actual conditions and to ensure that the same is most advantageous to the government;

**WHEREAS**, the above cited Purchase Request for Meals and Snacks to be served for the 4<sup>th</sup> Quarter CY 2020 for Meetings and other Activities of ATI Different Divisions and Offices not covered by Shopping under Section 52 of the IRR of RA 9184;

**WHEREAS**, the amount involved is within the threshold of Negotiated Procurement - Small Value Procurement as an Alternative Method of Procurement indicated in Annex "H" of the 2016 Revised IRR of RA 9184 for National Government Agencies (NGA's);

**WHEREAS**, invitations be posted thru PhilGEPs and procurement entity's website and other conspicuous places and send three requests for quotations/proposals to suppliers, contractor, and consultants of known qualifications;

**WHEREAS**, the receipt of one (1) quotation/proposal is sufficient to proceed with the evaluation thereof;

**WHEREAS**, ATI ensures that the objectives and purpose of the procurement do not constitute an unnecessary, excessive, extravagant, or unconscionable expenditure;

**WHEREAS**, ATI-BAC shall validate the technical, legal and financial capability of the supplier/s by submission of relevant documents or through other means of exercising due diligence prior to the recommendation of award to the Head of Procuring Entity (HOPE).

**NOW THEREFORE**, in the consideration of the foregoing, We, the Members of the Bids and Awards Committee, *hereby RESOLVE AS IT HEREBY RESOLVED* to:

- 1. Recommend Alternative Method of Procurement through Negotiated Procurement-Small Value Procurement as provided in Sec. 53.9 and Annex H (Consolidated Guidelines for the Alternative Methods of Procurement) of the 2016 Revised IRR of RA 9184 for the above-cited goods/services/infrastructure projects/consulting services; and**
- 2. Recommend the approval and award by the ATI Director of this Resolution and Purchase Order/Contract to the bonafide Supplier/Contractor indicated in the Abstract of Quotations/Canvass as attached.**

Done this 18<sup>TH</sup> day of NOV. 2020 at Agricultural Training Institute Bldg. Elliptical Road, Diliman, Quezon City.

**THE BIDS AND AWARDS COMMITTEE:**

  
**JOSEPHINE K. ABEN**  
Member

**RUMELIA G. DELA CRUZ**  
Member

  
**ROSE ANN P. LEONOR**  
Member

  
**LEONILA D. CAIZ**  
Vice Chairperson

  
**ANTONIETA J. ARCEO**  
Chairperson

**APPROVED BY:**

  
**ALFREDO S. ATON, MPS-DM**  
Director IV