



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2311011**

Purchase Order Date: **NOV 20 2023**

| | | | |
|----------------|---|---------------------|---------------------------------------|
| Procuring Unit | : QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE | Project Number | : CONSO-23-HLMF-1562 |
| Company Name | : ANEMONE CATERING SERVICES JOINT VENTURE WITH 18TH OF JULY CATERING SERVICES | Mode of Procurement | : Public Bidding |
| Address | : 32 Batay St., Cubao, Quezon City | Resolution No. | : 23-PB-764 |
| Business Type | : Sole Proprietorship Registration #4524149/#2224275 | TIN Number | : 274-800-669-000/ 157-376-213-000 |
| | | Contact Number | : 0917-316-6618 |

Sir/Madam:

Please furnish this office the following articles subject to the terms and conditions contained here

Place of Delivery : Upon end-user's instruction subject to proper coordination with CGSD

Delivery Schedule : Upon Request by the end-user until December 31, 2023

Payment Term : Credit

| Stock No. | Item | Unit of Issue | QTY | Unit Cost | Amount |
|-----------|---|---------------|-----|-----------|--------|
| | with markers and erasers, rostrum -Use of PA system with two (2) microphones, overhead projector with screen -Free use of electricity charge; Notepads and Ballpens; Welcome Streamer -Registration Table (3 to 4 persons - inside the function room area) -Free Wi-Fi connection; Free Parking; Personal Accident Insurance Coverage -Nine Hundred (900) pieces of T-Shirts for Seminar Product: round neck shirt, color: white, size: S – 3XL, material: 100% cotton fabric, design: customized, thickness: regular with QC and PDAO logo (4 inches x 4 inches) with printed text FOOD (Managed Buffet Meals) (for 1,085 participants) DAY 1: (AM Snacks, Lunch & PM Snacks) 1. Clubhouse Sandwich with Fries and Drinks 2. Chicken with Fresh Asparagus Soup, Roasted Beef in Mushroom Sauce, Pork Salpicao, Buttered Vegetables, Rice, Mango Sago, and Drinks 3. Ginataang Bilo-Bilo and Drinks ***** Nothing Follows ***** | | | | |

Total Amount : 1,914,800.00

Total Amount In Words (Pesos): One Million Nine Hundred Fourteen Thousand Eight Hundred Pesos Only

MA. JOSEFINA G. BELMONTE
City Mayor



Signature of Supplier 11/20/23
Signature Over Printed Name of Supplier / Date

Funds Available:

Signature of Accountant
RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 1,915,000.00

OBR : *11-12107*



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| | DAY 1: (AM Snacks, Lunch, PM Snacks & Dinner) 1. Clubhouse Sandwich with Fries and Drinks 2. Chicken with Fresh Asparagus Soup, Roasted Beef in Mushroom Sauce, Pork Salpicao, Buttered Vegetables, Rice, Mango Sago and Drinks 3. Pancit with Bread and Drinks 4. Moss Hair Seafood Soup, Roasted Chicken with Rosemary, Sweet and Sour Pork, Oriental, Vegetable, Rice, Buko Salad and Iced Tea DAY 2: (AM Snacks, Lunch, PM Snacks, & Dinner) 1. Chicken Sandwich and Orange Juice 2. Chicken Tinola, Pork Adobo sa Gata, Fried Alumahan, Halabos na Gulay, Rice, Fresh Fruits and Juice 3. Asado Pao and Apple Juice 4. Corn Soup, Beef Mechado, Fish Lumpia, Mixed Vegetables, Rice, Leche Plan and Soda DAY 3: (Breakfast, AM Snacks, & Lunch) 1. Champorado with Tuyo and Cucumber Lemonade 2. Ginataang Bilo-Bilo and Drinks 3. Bulalo Soup, Roasted Chicken with Rosemary, Sweet and Sour Pork, Oriental, Vegetable, Rice, Buko Salad and Iced Tea TRAINING VENUE AND OTHERS (5 package) PACKAGE INCLUSIONS: -Free flowing of coffee during seminar proper -Use of the conference room with usual facilities like: whiteboard | | | | |

MA. JOSEFINA G. BELMONTE
City Mayor

Jesselyn Saezor 11/20/23
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : m- anm- 11- 12107

Approved Budget for the Contract : 1,915,000.00



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|-----------|--|---------------|-----|--------------|--------------|
| 1 ✓ | <p>FAMILY-LEVEL / HOUSEHOLD-LEVEL PREPAREDNESS ORIENTATION AND DISASTER PREPAREDNESS TRAINING</p> <p>Total of One Thousand Eighty-Five (1,085) Participants, Conducts, 5 Batches of Trainings, Two Hundred Seventeen (217) Participants Per Batch, for 1 Day and Thirty (30) Secretariats from PDAO.</p> <p>ACCOMMODATION (2 batches) (3 days and 2 nights for Secretariat, Facilitator and Documentation)</p> <p>Inclusions:</p> <ul style="list-style-type: none">-Thirty (30) PDAO Staff Per Batches-Room accommodation with toiletries and bottled water-Full board that will include set Breakfast, Lunch, Dinner and AM/PM Snacks-Tarpaulin (to be used at conference room for backdrop) 1 piece of tarpaulin 9ft. x 6ft. with QC Logo, 1mm, printed text <p>TRAINING KIT: (1,085 Participants)</p> <ul style="list-style-type: none">-Plastic Envelope with push lock mechanism for easy handling, A4 size-Steno Notebook, size: 148 x 200, assorted colors with plastic cover, 50 leaves-Marker, permanent, waterproofing, instant drying, bullet tip, black-Ballpen, retractable, black, pen tip size: 0.7mm <p>Food and Drinks (30 PDAO Staff x 2 Batches)</p> | lot | 1 | 1,914,800.00 | 1,914,800.00 |

MA. JOSEFINA G. BELMONTE
City Mayor

Jessilyn Salazar 11/20/23
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : 10-2287-11.1211

Approved Budget for the Contract : 1,915,000.00 ✓

TERMS AND CONDITIONS

1. ALL PRICES INDICATED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) CALENDAR DAYS FROM DATE OF RECEIPT.
2. AWARDEE shall be responsible for the source(s) of its supplies/materials/equipment and shall make deliveries in accordance with the schedule, quality and specification of the award and purchase order. Failure by the AWARDEE to comply with the same shall be a ground for cancellation of the award and purchase order issued to that AWARDEE and for re-awarding the item(s) to the ALTERNATE AWARDEE.
3. AWARDEE shall pick up purchase order(s) issued in its favor within three (3) days after receipt of notice to that effect. A telephone call, fax transmission or electronic mail (e-mail) shall constitute an official notice to the AWARDEE. Thereafter, if the purchase order(s) remains unclaimed, the said purchase order(s) shall be sent by mailing or courier, messengerial service to the AWARDEE. To avoid delay in the delivery of the requesting end-user's requirement, all DEFAULTING AWARDEES shall be precluded from proposing or submitting a substitute sample.
4. Subject to the provisions of the preceding paragraph, where AWARDEE has accepted a purchase order but fails to deliver the required product(s) within the time called for in the same order, the delivery period may be extended a maximum of fifteen (15) calendar days under liquidated damages to make good the delivery. Thereafter, if AWARDEE has not completed the
5. delivery within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance, withdrawn from that AWARDEE. The BAC-Goods and Services shall then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against the DEFAULTING AWARDEE. Refusal by the DEFAULTING AWARDEE to shoulder the price difference shall be ground for its disqualification from future bids of the same items, without prejudice to the imposition of other sanction as prescribed under RA 9184 and its RIRR.
6. When the supplier fails to satisfactorily deliver goods/services under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods/services scheduled for delivery for everyday of delay until such goods/services are finally delivered and accepted by the procuring entity concerned.
7. Rejected deliveries shall be construed as non-delivery of product(s)/item(s) so ordered and shall be subject to liquidated damages, subject to the terms and conditions prescribed under paragraph 4 hereof.
8. Supplier shall guarantee its deliveries to be free from defects. Any defective item(s)/product(s), therefore that maybe discovered by the **Quezon City Government** within three (3) months after acceptance of the same, shall be replaced by the supplier within seven (7) calendar days upon receipt of a written notice to that effect.
9. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
10. As a pre-condition to payment, IMPORTANT DOCUMENTS specifically showing the condition and serial numbers of the imported equipment purchased should be submitted by the supplier to the **Quezon City Government**.
11. All transactions are subject to applicable withholding taxes in accordance with existing BIR rules and regulations.
12. Supplier shall furnish the End-user through the City General Services Department stockroom, the articles, described above;
13. The **Quezon City Government** reserves the right to accept or reject delivered articles if found not in conformity to the specifications, terms and conditions stipulated.
14. Provisions contained in Title VI, Book IV of the Civil Code of the Philippines on Sales are hereby incorporated and made as an Integral part hereof.
15. This contract shall also serve as **Notice to Proceed**, to take effect on NOV 20 2023 and to expire on - DEC 31 2023.

CONFORME:

Jesaya Salazar
SIGNATURE OVER PRINTED NAME

authoriza rep. of the JVC
IN THE CAPACITY OF

11/20/23
DATE

Duly authorized to sign this Purchase Order for and on behalf of Cinecine Catering Services
COMPANY NAME

SUBSCRIBED AND SWORN to before me this ____ day of _____, _____ at _____, Philippines. Affiant personally known to me and were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiants exhibited to me his/her _____ with his/her photograph and signature appearing thereon with No. _____.

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

***This Purchase Order shall be deemed invalid without Notary Seal (for project amounting to Php2,500,000.00 and above only)