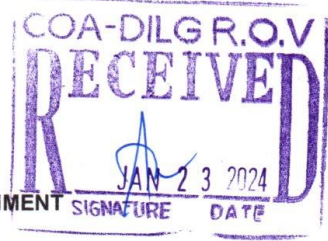




Republic of the Philippines  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
REGIONAL OFFICE V  
Rizal St., Legazpi City



**PROVISION OF CATERING SERVICES FOR THE CONDUCT ON VARIOUS IN-HOUSE MEETINGS AND TRAININGS FOR THE MONTH OF JANUARY – DECEMBER, 2024**

**CONTRACT AGREEMENT**

THIS AGREEMENT, made this \_\_\_\_\_ day of JAN 04 2024, 202\_\_\_\_ between **DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT - REGIONAL OFFICE V, Legazpi City** of the Philippines (hereinafter called "the Procuring Entity") of the one part and **BICOL FOOD DELIGHTS CATERING SERVICES** of **Legazpi City** (hereinafter called "the Supplier") of the other part;

WHEREAS, the Procuring Entity invited Suppliers to Bid for certain goods and ancillary services, particularly for the **PROVISION OF CATERING SERVICES FOR THE CONDUCT ON VARIOUS IN-HOUSE MEETINGS AND TRAININGS FOR THE MONTH OF JANUARY - DECEMBER, 2024** in which the former has accepted the Supplier's Bid for the supply of those goods and services in the sum of **One Million Four Hundred Sixty-Two Thousand Nine Hundred Fifty Pesos Only (Php 1,462,950.00)** (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:

- i. Philippine Bidding Documents (PBDs);
  - i. Schedule of Requirements;
  - ii. Technical Specifications;
  - iii. General and Special Conditions of Contract; and
  - iv. Supplemental or Bid Bulletins, if any
- ii. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;

- iii. Performance Security;
- iv. Notice of Award of Contract; and the Bidder's conforme thereto; and



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**REGIONAL OFFICE V**  
Rizal St., Legazpi City

- v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.
3. In consideration for the sum of **One Million Four Hundred Sixty-Two Thousand Nine Hundred Fifty Pesos Only (Php 1,462,950.00)** or such other sums as may be ascertained, **BICOL FOOD DELIGHTS CATERING SERVICES** agrees to the **PROVISION OF CATERING SERVICES FOR THE CONDUCT ON VARIOUS IN-HOUSE MEETINGS AND TRAININGS FOR THE MONTH OF JANUARY - DECEMBER, 2024** in accordance with his/her/its Bid.
4. The **DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT REGIONAL OFFICE V** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

**DEPARTMENT OF THE INTERIOR AND LOCAL  
GOVERNMENT - REGIONAL OFFICE V**  
by:


  
ATTY. ARNALDO E. ESCOBER, JR., CESO V  
Regional Director

**BICOL FOOD DELIGHTS  
CATERING SERVICES**  
by:

  
TERESITA R. NOTA  
Owner

SIGNED IN THE PRESENCE OF:

  
**RICO E. GAURINO**  
Chief Administrative Officer

  
**LEZLIE C. MORALDE**  
Admin Assistant

**"Matino, Mahusay at Maasahan"**





Republic of the Philippines  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
REGIONAL OFFICE V  
Rizal St., Legazpi City

**ACKNOWLEDGMENT**

REPUBLIC OF THE PHILIPPINES )  
CITY OF LEGAZPI, ALBAY )S.S.

**BEFORE ME**, a Notary Public for and in LEGAZPI CITY, personally appeared the following who exhibited to me their respective government-issued identification cards, to wit:

Name	Government issued ID	Date/Place of Issue
ATTY. ARNALDO E. ESCOBAR, JR., CESO V	DILG ID, with Employee No. G-5303	2023 May DILG Central Office, Quezon City
TERESITA R. NOTA	TAX IDENTIFICATION NUMBER 948 634 615 000	FEBRUARY 5, 2011, LEGAZPI CITY

known to me and to me known as the same persons who executed and signed the foregoing \_\_\_\_\_ and who acknowledged before me that the same is their free and voluntary act and deed and the institution so represented.

This document, consisting of **three (3)** pages, including this Acknowledgment was duly signed and acknowledged before me on each and every page hereof by the parties and their instrumental witnesses.

WITNESS MY HAND AND SEAL this JAN 04 2024 day of \_\_\_\_\_ 2024.

Doc. No. 201;  
Page No. 62;  
Book No. no;  
Series of 2024.

**ATTY. RANULFO R. LAFUENTE**  
NOTARY PUBLIC  
Until December 31, 2024  
IBP No. 388835 Issued 01/02/24  
PTR No. 63663630 Issued 01/02/24  
Roll of Atty. No. 32839  
MCLE Compliance No. IV-0010298  
2ND Flr., Pecson Bldg., Brgy. 19  
Cabangan, Legazpi City





Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
REGIONAL OFFICE V  
Rizal St., Legazpi City

**BAC RESOLUTION DECLARING BICOL FOOD DELIGHTS CATERING SERVICES AS THE BIDDER WITH THE SINGLE LOWEST CALCULATED AND RESPONSIVE BID (SLCRB) FOR THE CONTRACT: PROVISION OF CATERING SERVICES FOR THE CONDUCT ON VARIOUS IN-HOUSE MEETINGS AND TRAININGS FOR THE MONTH OF JANUARY - DECEMBER, 2024**  
**PB-GDS-2023-005**

**WHEREAS**, The DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT REGIONAL OFFICE V (DILG RO V), through the Bids and Awards Committee (BAC) requested for the project: **PROVISION OF CATERING SERVICES FOR THE CONDUCT ON VARIOUS IN-HOUSE MEETINGS AND TRAININGS FOR THE MONTH OF JANUARY - DECEMBER, 2024**, with an Approved Budget for the Contract (ABC): **One Million Four Hundred Sixty Seven Thousand Five Hundred Pesos (Php 1,467,500.00)**.

**WHEREAS**, the BAC resorted to Public Bidding as the mode of procurement and posted the project in the PhilGEPS for the period **November 16, 2023 to December 6, 2023**.

**WHEREAS**, in response to the said posting, **One (1) bidder** were able to submit their bids before the cut off time with details as follows:

BIDDER	DATE & TIME OF SUBMISSION
BICOL FOOD DELIGHTS CATERING SERVICES	December 6, 2023 @ 8:47 AM

**WHEREAS**, during the bid opening, all the bidders are qualified in the preliminary evaluation with the following details:

BIDDER	BID AMOUNT	REMARKS
BICOL FOOD DELIGHTS CATERING SERVICES	Php 1,462,950.00	S/LCRB

**WHEREAS**, the BAC declared and recommended **BICOL FOOD DELIGHTS CATERING SERVICES** as the **Single Lowest Calculated and Responsive Bidder** instead.

**NOW, THEREFORE**, We, the members of the Bids and Awards Committee, hereby **RESOLVE**, as it is hereby **RESOLVED**

To declare and recommend **BICOL FOOD DELIGHTS CATERING SERVICES** as the bidder with the Single Lowest Calculated and Responsive Bid for the contract: **PROVISION OF CATERING SERVICES FOR THE CONDUCT ON VARIOUS IN-HOUSE MEETINGS AND TRAININGS FOR THE MONTH OF JANUARY - DECEMBER, 2024**, with the amount equivalent to **One Million Four Hundred Sixty-Two Thousand Nine Hundred Fifty Pesos Only (Php 1,462,950.00)**.

**RESOLVED**, at the DILG Regional Office V ORD Conference Room, this **6<sup>th</sup> day of December, 2023**.

  
**RICO E. GAURINO**  
Regular Member

  
**AMALINE R. COLINA**  
Regular Member

  
**ATTY. MAGDALENA A. BORBE-MALLARI**  
Regular Member

  
**DARLYN D. AYENDE**  
BAC Chairperson

☒ **Approved**

☐ **Disapproved**

  
**ATTY. ARNALDO E. ESCOBAR, JR. CESO V**  
Regional Director



Republic of the Philippines  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
REGIONAL OFFICE V  
Rizal St., Legazpi City

**REGIONAL OFFICE BIDS AND AWARDS COMMITTEE**

**NOTICE OF AWARD**

December 19, 2023

**MS. TERESITA R. NOTA**

Bicol Food Delights Catering  
Legazpi City

**Dear Ms. Nota:**

We are pleased to notify you that your bid dated **December 6, 2023** for the **Provision of Catering Services for the conduct on Various In-House Meetings and Trainings for the Month of January - December, 2024** for the Contract Price of equivalent to **One Million Four Hundred Sixty-Two Thousand Nine Hundred Fifty Pesos Only (Php 1,462,950.00)** is hereby accepted.

You are required to formally enter into a contract within ten (10) calendar days from receipt of this NOA and to provide the performance security in the form and the amount stipulated in the Instructions to Bidders. Failure to provide the performance security shall constitute sufficient ground for cancellation of the award and forfeiture of the bid security.

Please acknowledge receipt and acceptance of this Notice by signing all copies. Retain one copy and return the other to the BAC Secretariat Office, DILG Regional Office V, Rizal Street Legazpi City.

Very truly yours,

  
**ATTY. ARNALDO E. ESCOBAR JR., CESO V**  
Regional Director

CONFORME:

By: TERESITA R. NOTA  
(Signature over Printed Name)

Date: JANUARY 4, 2024





Republic of the Philippines  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
REGIONAL OFFICE V  
Rizal St., Legazpi City

**REGIONAL OFFICE BIDS AND AWARDS COMMITTEE**

**NOTICE TO PROCEED**

January 4, 2024

**MS. TERESITA R. NOTA**


Bicol Food Delights Catering  
Legazpi City

**Dear Ms. Nota:**

The attached Notice of Award for the project **Provision of Catering Services for the conduct on Various In-House Meetings and Trainings for the Month of January - December, 2024** has been approved, notice is hereby given to you to proceed on your delivery with the above-mentioned contract **on the Calendar Year of 2024** effective upon the date of your receipt of this Notice.

Please acknowledge receipt and acceptance of this Notice by signing all copies on the space provided below. Retain one copy and return the other to the BAC Secretariat Office, DILG Regional Office V, Rizal Street Legazpi City.

Very truly yours,

  
**ATTY. ARNALDO E. ESCOBAR JR., CESO V**  
Regional Director

CONFORME:

By: TERESITA R. NOTA  
(Signature over Printed Name)

Date: JANUARY 5, 2024