

**PURCHASE ORDER  
PHILIPPINE CARABAO CENTER**

Tel. No. : 044-456-0731 to 32 Fax No. : 044-456-0730 Email : vjhartatz01.pcc@gmail.com

**Supplier** PCC MULTI PURPOSE COOPERATIVE P.O. No **2021-04-0249**  
**Address** PCC Headquarters & Genepool, CLSU, Science City of Munoz Date April 7, 2021  
**Email Address** pccmpcofficial@gmail.com **Mode of Procurement**  
 Telephone No. Small Value Procurement  
**TIN** 225-861-313-000

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained therein:

**Place of Delivery** PCC National Headquarters & Gene Pool, Science City of Muñoz, N.E.

**Date of Delivery** Payment Terms: 15 days after full delivery

Stock No	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<b>MEALS &amp; SNACKS FOR THE CREATION OF SPECIAL RESOURCE MERIT PROMOTION AND SELECTION BOARD (SHRMPB) AND ITS COMPOSITION FOR THE SELECTION OF EXECUTIVE DIRECTOR III</b>	1	<b>₱19,215.00</b>	<b>₱19,215.00</b>
	pax	<i>Breakdown:</i> Breakfast	21	₱190.00	₱3,990.00
	pax	AM Snacks	21	₱150.00	₱3,150.00
	pax	Lunch	21	₱450.00	₱9,450.00
	pax	PM Snacks	21	₱125.00	₱2,625.00

*(Please see attached Menu Plan)  
 \*\* Nothing follows \*\**

**PHILIPPINE CARABAO CENTER**  
 Office of The Auditor  
**RECEIVED**  
 DATE: APR 21 2021  
 BY: S. K. ...

**RECEIVED**  
 MAY 19 2021  
 BY: ...

**NOTE:**  
 Please notify Property Section regarding the schedule of delivery.  
 We accept delivery from Mon-Fri 8am to 5pm (Except holidays)  
 P.R. No 2021-04-0600  
 PHILIGEPS N/A  
 BAC Reso 2021-0269  
 Fund Cluster Regular Agency - GAA (OED/HRMS)

PCC Accounting Unit  
**MAY 19 2021**  
**RECEIVED**

(Total Amount in Words) **NINETEEN THOUSAND TWO HUNDRED FIFTEEN PESOS ONLY** **PHP 19,215.00**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

**Conforme:** **RECEIVED**  
 Signature over Printed name of Supplier: **NADA P. UMPIG**  
 Date: **APR 07 2021**  
 Signature over Printed name of Supplier: **RONNIE D. DIMINGO**  
 Date: **APR 19 2021**  
 Authorized Official

**Funds Available:** **RECEIVED**  
 Signature over Printed name of Supplier: **CHERRY PEARL C. RIVERA / JEFFREY LAURENCE E. ANTOLIN**  
 Date: **02-2021-05-0821**  
 Accountant: **Amount** **₱19,215.00**  
 ORS/BURS No.

Form No: PCC-PROF-02 Revision No: 02 Effectivity Date: January 1, 2019



**NOTICE OF AWARD**

**APR 07 2021**

**MS. NAIDA P. UMIPIG**  
PHILIPPINE CARABAO CENTER MULTI-PURPOSE COOPERATIVE  
PCC National Headquarters and Gene Pool, Science City of Muñoz, Nueva Ecija

Dear Ms. Umipig,

Please be informed that based on the result of our evaluation of your offer to undertake the **MEALS & SNACKS FOR THE CREATION OF SPECIAL RESOURCE MERIT PROMOTION AND SELECTION BOARD (SHRMPSB) AND ITS COMPOSITION FOR THE SELECTION OF EXECUTIVE DIRECTOR III** with a Total Contract Price amounting to **NINETEEN THOUSAND TWO HUNDRED FIFTEEN PESOS ONLY (P 19,215.00)** and as per delivery schedule indicated in your quotation, we are happy to notify you that your offer is acceptable to us and hereby awarded you the project.

Item No.	QTY	Unit	Item Description	Unit Cost	Total Cost	End user
1	1	lot	<b>MEALS &amp; SNACKS FOR THE CREATION OF SPECIAL RESOURCE MERIT PROMOTION AND SELECTION BOARD (SHRMPSB) AND ITS COMPOSITION FOR THE SELECTION OF EXECUTIVE DIRECTOR III</b>	<b>P 19,215.00</b>	<b>P 19,215.00</b>	OED/HRMS
			<i>Breakdown:</i>			
	21	pax	Breakfast	190.00	3,990.00	
	21	pax	AM Snacks	150.00	3,150.00	
	21	pax	Lunch	450.00	9,450.00	
	21	pax	PM Snacks	125.00	2,625.00	
			<i>(Please see attached Menu Plan)</i>			
			<b>TOTAL</b>		<b>P 19,215.00</b>	

In view thereof, kindly signify your conforme by affixing your signature on the space provided below.

Very truly yours,

  
**RONNIE D. DOMINGO**  
OIC, Executive Director



*"A food-secure Philippines with prosperous farmers and fisherfolk"*

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Department of Agriculture  
**PHILIPPINE CARABAO CENTER**  
CERTIFIED: ISO 9001 | ISO 14001 | OHSAS 18001



Conforms:

**NATHAN P. BUMIPI**

(Bidder/Authorized Representative)

Date: **APR 07 2021**



*“A food-secure Philippines with prosperous farmers and fisherfolk.”*



Department of Agriculture  
**PHILIPPINE CARABAO CENTER**  
CERTIFIED ISO 9001 | ISO 14001 | OHSAS 18001

**NOTICE TO PROCEED**

**APR 07 2021**

**MS. NAIDA P. UMIPIG**  
PHILIPPINE CARABAO CENTER MULTI-PURPOSE COOPERATIVE  
PCC National Headquarters and Gene Pool, Science City of Muñoz, Nueva Ecija

**Dear Ms. Umipig,**

The attached Contract Agreement/ Purchase Order having been approved, notice is hereby given to **PHILIPPINE CARABAO CENTER MULTI-PURPOSE COOPERATIVE** that work may commence to be completed within the arranged schedule for the **MEALS & SNACKS FOR THE CREATION OF SPECIAL RESOURCE MERIT PROMOTION AND SELECTION BOARD (SHRMPSB) AND ITS COMPOSITION FOR THE SELECTION OF EXECUTIVE DIRECTOR III** effective upon acknowledgement of this notice, subject to such additional time for the completion of the work as may be allowed by the Agency.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the implementation schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below, keep one copy and return the other to the Philippine Carabao Center.

Very truly yours,

**RONNIE D. DOMINGO** *f.*  
OIC, Executive Director

Acknowledged:

*N. Umipig*

**NAIDA P. UMIPIG**  
PHILIPPINE CARABAO CENTER MULTI-PURPOSE COOPERATIVE  
Date: APR 07 2021



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**RECOMMENDING AWARD OF CONTRACT FOR MEALS AND SNACKS (CREATION OF SPECIAL RESOURCE MERIT PROMOTION AND SELECTION BOARD AND ITS COMPOSITION FOR THE SELECTION OF EXECUTIVE DIRECTOR III)**

**WHEREAS**, on 8 January 2021, former OIC Executive Director CLARO N. MINGALA, as Head of Procuring Entity (HOPE), approved the Annual Procurement Plan (APP) of the agency upon favorable recommendation of the Bids and Awards Committee (BAC).

**WHEREAS**, included in the APP is the **MEALS AND SNACKS (CREATION OF SPECIAL RESOURCE MERIT PROMOTION AND SELECTION BOARD AND ITS COMPOSITION FOR THE SELECTION OF EXECUTIVE DIRECTOR III)** to be undertaken through Section 53.9 (Small Value Procurement) of the Revised Implementing Rules and Regulations of Republic Act No. 9184 under the GAA Fund;

**WHEREAS**, the **MEALS AND SNACKS (CREATION OF SPECIAL RESOURCE MERIT PROMOTION AND SELECTION BOARD AND ITS COMPOSITION FOR THE SELECTION OF EXECUTIVE DIRECTOR III)** has the following Approved Budget for the Contract (ABC) as follows:

Item No.	Item Description	ABC per Line Item/Lot (P)
1	MEALS AND SNACKS (CREATION OF SPECIAL RESOURCE MERIT PROMOTION AND SELECTION BOARD AND ITS COMPOSITION FOR THE SELECTION OF EXECUTIVE DIRECTOR III) as per attached schedule	P 20,370.00

**WHEREAS**, on 7 April 2021, the BAC thru its Secretariat/Procurement Office, initiated the procurement activity by sending/posting Request for Quotation (RFQs) to PhilGEPs/various suppliers;

**WHEREAS**, the following suppliers have submitted their respective quotations, viz:

1. PCC Multi-purpose Cooperative ✓
2. CYJY Catering Services
3. Kate and Kim Food House

**WHEREAS**, upon careful review and evaluation of the Technical Working Group (TWG) on the legal and technical requirements submitted by the prospective suppliers, the TWG determined that **PCC MULTI-PURPOSE COOPERATIVE** complied with the eligibility requirement as per attached document/s;

**WHEREAS**, the TWG determined that among the financial proposals submitted by the suppliers **PCC MULTI-PURPOSE COOPERATIVE** has submitted the lowest calculated quotation for the MEALS AND SNACKS (CREATION OF SPECIAL RESOURCE MERIT PROMOTION AND SELECTION BOARD AND ITS COMPOSITION FOR THE SELECTION OF EXECUTIVE DIRECTOR III) as per attached schedule;

**WHEREAS**, upon review and evaluation of the compliance with the technical requirements of the procurement at hand, the TWG recommended to declare **PCC MULTI-PURPOSE COOPERATIVE** as the lowest calculated and responsive quotation for the said supplies/services;

*[Handwritten signature]*

*[Handwritten initials]*  
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*with prosperous farmers and fisherfolk*



WHEREAS, the report containing the results of the TWG evaluation is attached hereto and made an integral part hereof;

NOW, THEREFORE, WE, the Members of the **BIDS AND AWARDS COMMITTEE** after duly considering the recommendations of the TWG, hereby resolve to recommend to the Head of the Procuring Entity for his considerations and approval of the contract to **PCC MULTI-PURPOSE COOPERATIVE** for the **MEALS AND SNACKS (CREATION OF SPECIAL RESOURCE MERIT PROMOTION AND SELECTION BOARD AND ITS COMPOSITION FOR THE SELECTION OF EXECUTIVE DIRECTOR III)** as per attached schedule in the amount of **Nineteen Thousand Two Hundred Fifteen Pesos (P 19,215.00)**.

This resolution shall take effect immediately.

**APPROVED** this 7th day of April, 2021 at Philippine Carabao Center, National Headquarters and Gene Pool, Science City of Munoz, Nueva Ecija.

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**BIDS AND AWARDS COMMITTEE**

  
**ERIC P. PALACPAC**  
Chairperson

**LERMA C. OCAMPO**  
Vice Chairperson

  
**JEFFREY JEROME M. BALAOING**  
Member

**AIMEE T. FULGENCIO**  
Member

  
**ESTER B. FLORES**  
Member

Approved by:

  
**NOEMI V. BALANIS**  
Head, BAC Secretariat

Approved by:

  
**RONNIE D. DOMINGO**  
OIC, Executive Director