



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS



BIDS AND AWARDS COMMITTEE

BAC Resolution No. HO-599-24

RESOLUTION RECOMMENDING, BY REFERENDUM, AWARD OF CONTRACT THROUGH NEGOTIATED PROCUREMENT UNDER SECTION 53.9 (SMALL VALUE PROCUREMENT) FOR THE PROCUREMENT OF CATERING SERVICES FOR THE THANKSGIVING DIPLOMATIC RECEPTION OF THE OFFICE OF ASIAN AND PACIFIC AFFAIRS (ASPAC) ON 10 DECEMBER 2024

WHEREAS, the Office of Asian and Pacific Affairs ("ASPAC") intends to procure catering services for its Thanksgiving Diplomatic Reception on 10 December 2024;

WHEREAS, the procurement of catering services for the Thanksgiving Diplomatic Reception of ASPAC, with an Approved Budget for the Contract ("ABC") of *Three Hundred Fifty Thousand Pesos (PhP 350,000.00)* only, chargeable against ASPAC's FY 2023 MOOE under Representation Expenses, is included in the Department's Supplemental Annual Procurement Plan ("SAPP") for FY 2024;

WHEREAS, Section 53.9 of the Revised Implementing Rules and Regulations ("IRR") of Republic Act ("RA") No. 9184, otherwise known as the "Government Procurement Reform Act of 2003", allows an agency to resort to Small Value Procurement as alternative method of procurement where the amount involved does not exceed the threshold amount of One Million Pesos (PhP 1,000,000.00) as prescribed in Annex "H" thereof;

WHEREAS, pursuant to Item No. (V)(D)(8)(b)(iii) of Annex "H" of the 2016 revised IRR of RA 9184, a Request for Quotation ("RFQ") was posted on the Philippine Government Electronic Procurement System ("PhilGEPS") website for at least three (3) consecutive days, starting from 02 to 05 December 2024;

WHEREAS, in compliance with Item No. (V)(D)(8)(b)(ii), Annex "H" of the IRR, RFQs were sent to at least three (3) potential suppliers/contractors, namely: Artemisplus Express Inc. (Kitchen City); Ilustrado; Queensland Kitchen;

WHEREAS, in response to the solicitation of offers, a quotation was received from **Artemisplus Express Inc. (Kitchen City)**, which submitted the single calculated and responsive quotation in the amount of *Three Hundred Twenty – Six Thousand Four Hundred Twenty – One Pesos and 20/1000 (PhP 326,421.20)* only;

NOW, THEREFORE, we, the Members of the Bids and Awards Committee of the Department, RESOLVE to RECOMMEND to the Head of the Procuring Entity ("HoPE") resort to Negotiated Procurement under Section 53.9 (Small Value Procurement) as the alternative method of procurement for the procurement of

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catering services for the Thanksgiving Diplomatic Reception of ASPAC to **Artemisplus Express Inc. (Kitchen City)**, subject to the abovementioned requirements, and provided that existing auditing rules and regulations shall be strictly observed by the end-user.

ADOPTED, this 9th day of December 2024, Pasay City.


EDGAR B. BADAJOS
BAC Chairperson



WINSTON DEAN S. ALMEDA
BAC Vice Chairperson


MARCO ANGELO FELIX L. LOPEZ
BAC Member


ADRIAN G. MIRAS
BAC Member


AILEEN S. MENDIOLA-RAU
Representative of the End-user

Approved:
By the Authority of the Secretary for Foreign Affairs:


MA. HELLEN B. DE LA VEGA
Undersecretary
and Head of the Procuring Entity



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS



NOTICE OF AWARD

9 December 2024

Sir/Madam:


Please be informed that, upon the recommendation of the Bids and Awards Committee ("BAC") of the Department of Foreign Affairs ("DFA") as contained in its Resolution No. **HO-599-24**, the DFA is awarding the contract on the following project/procurement to your firm, **Artemisplus Express Inc. (Kitchen City)**:

Project Title	End-User Unit
PROCUREMENT OF CATERING SERVICES FOR THE THANKSGIVING DIPLOMATIC RECEPTION OF THE OFFICE OF ASIAN AND PACIFIC AFFAIRS (ASPAC) ON 10 DECEMBER 2024	ASPAC

The contract has a total cost of *Three Hundred Twenty – Six Thousand Four Hundred Twenty – One Pesos and 20/100* (PhP 326,421.20) only, inclusive of taxes and other lawful charges.

This award and the implementation of the project/procurement are subject to the signing of a contract and compliance with all applicable accounting and auditing rules and regulations.

Very truly yours,


MA. HELLEN B. DE LA VEGA
Undersecretary
and Head of the Procuring Entity

Artemisplus Express Inc. (Kitchen City)

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