



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS

BIDS AND AWARDS COMMITTEE

BAC Resolution No. HO-014-24

**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 ANNUAL ADMINISTRATIVE CONSULTATIONS OF HEADS OF POSTS IN CANADA HOSTED BY THE OFFICE OF AMERICANS AFFAIRS (OAA) ON 28 FEBRUARY 2024**

**WHEREAS**, the Office of American Affairs (“OAA”) intends to procure catering services for its hosting of the annual administrative consultations of Heads of Posts in Canada on 28 February 2024;

**WHEREAS**, the procurement of catering services for the annual administrative consultations of Heads of Post in Canada hosted by OAA on 28 February 2024 with an Approved Budget for the Contract (“ABC”) of *Seventy-One Thousand One Hundred Pesos* (PhP 71,100.00) only, chargeable against OAA’s FY 2024 Regular Appropriations MOOE under Representation Expenses, is included in the Department’s Annual Procurement Plan 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**, Part IV, Item A, Annex “H” of the IRR allows the Procuring Entity to change the mode of procurement, if the original mode in the Annual Procurement Plan can no longer be pursued;

**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: The Creamery Catering, Via Mare Catering, Kitchen City Express (Artemisplus Express, Inc.);

**WHEREAS**, in response to the solicitation of offers, quotations were received from: The Creamy Catering (PhP 68,445.00 [offer 1] and PhP 89,505.00 [offer 2]); and ***Kitchen City Express (Artemisplus Express, Inc.)***, which submitted the lowest calculated and responsive quotation in the amount of *Sixty-Seven Thousand Five Hundred Pesos* (PhP 67,500.00) 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 resort to Negotiated Procurement under Section 53.9 (Small Value Procurement) as the alternative method of procurement for the catering services for the annual administrative consultations of Heads of Post in Canada hosted by OAA on 28

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February 2024 to **Kitchen City Express (Artemisplus Express, Inc.)**, subject to the abovementioned requirements, and provided that existing auditing rules and regulations shall be strictly observed by the end-user.

**ADOPTED**, this 27<sup>th</sup> day of February 2024, Pasay City.



**SULPICIO M. CONFIADO**  
BAC Chairperson

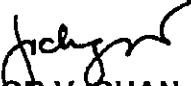


**ARVIC V. AREVALO**  
BAC Vice Chairperson

**NOEL L. RODRIGUEZ**  
BAC Member

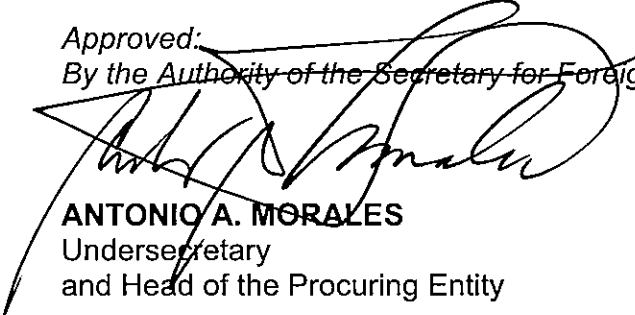


**JUDY B. RAZON**  
BAC Alternate Member



**JOSÉ VICTOR V. CHAN-GONZAGA**  
Representative of the End-user

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



**ANTONIO A. MORALES**  
Undersecretary  
and Head of the Procuring Entity



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS

NOTICE OF AWARD

27 February 2024

Sir/Madam:

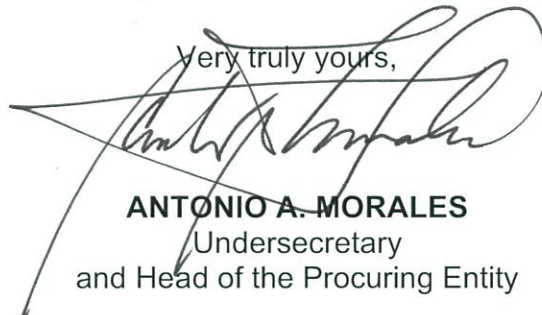
Please be informed that, upon the recommendation of the Bids and Awards Committee ("BAC") of the Department of Foreign Affairs ("DFA") as contained in its Resolution No. **HO-014-24**, the DFA is awarding the contract on the following project/procurement to your firm, ***Kitchen City Express (Artemisplus Express, Inc.)***.

Project Title	End-User Unit
<b>PROCUREMENT OF CATERING SERVICES FOR THE ANNUAL ADMINISTRATIVE CONSULTATIONS OF HEADS OF POSTS IN CANADA HOSTED BY THE OFFICE OF AMERICANS AFFAIRS (OAA) ON 28 FEBRUARY 2024</b>	OAA

The contract has a total cost of *Sixty-Seven Thousand Five Hundred Pesos* (PhP 67,500.00) 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,



**ANTONIO A. MORALES**  
Undersecretary  
and Head of the Procuring Entity

***Kitchen City Express (Artemisplus Express, Inc.)***

Lot 86 Bagsakan Road cor. Avocado Street, FTI Complex  
Western Bicutan, Taguig City