

February 17, 2025

Hon. Jose Victor V. Chan-Gonzaga  
Assistant Secretary  
Office of American Affairs  
Department of Foreign Affairs  
Roxas Boulevard Pasay

Dear Hon. Chan-Gonzaga

Warmest greetings from Connoisseur Catering! Thank you very much for giving us the opportunity to provide you our services based on your specific requirement. Please find below the details for your perusal and approval.

Between **FUNMANIA, INC** (*"The Caterer"*) with principal office address in Lot 5 Blk 8, 9<sup>th</sup> Avenue corner 28<sup>th</sup> Street, Bonifacio Global City, Taguig City and **DEPARTMENT OF FOREIGN AFFAIRS** hereby enters into this Catering Contract (Provision of Catering Service), under the following terms and conditions:

#### I. FOOD DELIVERY DETAILS

Nature of Event	: Catering
Date	: Feb 18, 2025
Number of Pax	: 60
Event Proper	: 8 Am – 5 Pm

#### II. MENU

**P 99,996 Net for 60 pax**

### Buffet Lunch

#### Soup

Roasted Pumpkin Soup

#### Main Entree

Chicken Fricassee

Fish with Garlic Sauce

Steamed Rice

Grilled Vegetables

#### Sweet Conclusions

Bibingka Cheesecake

One Round Mango Iced tea/Soda



CATERING



CURATED MEALS



HOT BLACK BOX



GRAZING BOXES



HAMPERS

Flowing Coffee  
Water Station

## Morning Plated Snacks

Bread and Butter Rosette

SANDWICH WITH HOMEMADE POTATO CHIPS

Pork Pulled Sandwich

## Afternoon Plated Snacks

White Based Sauce:

Penne with Wild Forest Mushroom with White Truffle Cream

Tables and tiffany chairs, with clean and spotless white linen covering

Table seating should be 8-10 persons per table.

Sufficient number of clean and spotless plates, glasses and utensils.

Adequately-sized buffet table with clean and spotless chafing dishes and service platters.

Floral arrangements for the buffet table and the individual dinner tables.

Well-trained waiters with clean and smart uniforms.

Bar service for the drinks, with one (1) waiter always on standby. Coffee and tea should be free-flowing throughout the day.



CATERING



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GRAZING BOXES



HAMPERS

#### IV. BILLING ARRANGEMENT

Connoisseur Catering is a food & beverage business concept under the registered business name **FUNMANIA, INC.** In this light, payment instruction is as follows:

**Send Bill Arrangement.** . If payment shall be made by check, kindly make it payable to **FUNMANIA, INC.** Prices are subject to change without prior notice unless the client has signed the conforme.

**Account Name: FUNMANIA INC**

**Account address: 9TH AVENUE CORNER 28TH STREET ACTIVE FUN BUILDING, BGC TAGUIG**

**Bank details Account Name: Funmania, Inc**

**Bank account number: BPI Account 8371-0028-21**

#### Computation:

Items	Total Price
<b>Grand Total</b>	<b>PHP 99, 996 Net</b>

#### Payment Schedule:

TERMS:	AMOUNT
<b>Send Bill Arrangement.</b>	<b>PHP 99,996 Net</b>

There shall be no refund if attendees will be less than guaranteed number of guests stated in section 1 of this contract. However, additional charges shall be made per above rate if it exceeds guaranteed number of guests stated in section 1 of this contract.

#### V. MODIFICATION

The minimum guaranteed no of guest shall become **FINAL** after signing the conforme. Changes or modifications such as in the number of persons should be communicated to us at least 3 days before the actual date of delivery.

#### VI. TRANSFER OF RISKS

In the case of Goods to be delivered at the client's premises the risk shall pass to the client at that time when Connoisseur Catering notifies the client that the Goods delivered are free of hygienically packed, of good quality, reliable and fit for consumption. The risk of damage to or loss of the Goods shall pass to the client as soon as the contact person signs the acknowledgement receipt of Goods. The client shall check the incoming Goods immediately after receipt.

**Packed Meals/ Food platters are to be consumed 2 Hours upon delivery.**



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## VII. CANCELLATION

The client is required to submit a formal letter of request addressed to The CATERER stating the reason of cancellation.

It is mutually agreed between both parties that should the contract be cancelled at the instance of the client and with the consent of The CATERER, the client's deposit shall be forfeited by way of penalty in accordance to the following schedule:

- a. 100% of the total deposit shall be refunded if the cancellation or postponement is made at least 31 days prior to the event schedule.
- b. 50% of the total deposit shall be refunded if the same is conveyed 15-30 days prior to the said event; and
- c. NO REFUND shall be returned from the total deposit which will cover the expenses for the preparation made for the said event if the cancellation is expressed 0-14 days prior to the said event.

## VIII. RE-SCHEDULE

In case of postponement, client should notify The CATERER at least 15 days before the said event. In the event that the client fails to inform The CATERER within the period specified, the client shall be liable to pay the corresponding expenses incurred by The CATERER in the preparations for the event. The re-scheduling of events shall be subject to the available slots offered by The CATERER.

## VIII. OTHERS

The performance of this agreement is subject to acts of God such as typhoons, earthquakes, fires, floods, or other disasters as well as acts of man such as war, government regulations or orders, strikes, civil disorders, curtailment of transportation facilities, extra-ordinary vehicular traffic, or other emergencies making it inadvisable, illegal or impossible to uphold previous contractual agreements. The CATERER and the CLIENT shall have no responsibility or liability during such fortuitous events. Furthermore, the CATERER shall not be liable for failure to supply any service when prevented from doing so by the occurrence of the foregoing or any causes beyond The CATERER's control, which may affect normal catering operations.

If the above-stated terms and conditions are acceptable to you, please signify your conformity.

**The Caterer:**

**Prepared by:**



Malou Peralta  
Director of Sales

**Conforme:**



**JOSÉ VICTOR V. CHAN-GONZAGA**  
Assistant Secretary

Signature over Printed Name



CATERING



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