



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION

Catering Agreement

CA No. 2021-12-003A

This Agreement is entered this **13th day of December 2021** by and between;

The CHED Office of Student Development and Services (OSDS), herein represented by its OIC, Director IV, **DR. MARIVIC V. IRIBERRI** and hereinafter referred to as the "Client"

And

The R.D NOCUM CATERING SERVICES, herein represented by its Authorized Representative, **MS. ROWENA CAPANZANA**, and hereinafter referred to as the "Caterer".

WHEREAS, the end-user submitted the Purchase Request with PR No. 2021-1207-0557 for the procurement of food for the OSDS Strategic Planning and Year End Assessment on December 14-15, 2021 with the requirements as follow;

Date: December 14-15, 2021
Meals during the activity for 25 pax for 2 days:
- plated Breakfast with hot choco
- plated AM snack with Juice
- Buffet Lunch with fruits as dessert
- plated PM snack with Juice
- free candies and nuts during the activity
- with free flowing coffee and water
- No downpayment required
-VAT inclusive
No advance deposit required
Billing statement are to be settled forty-five (45) days after receipt of the statement of account
Mode of Payment: Send Bill

WHEREAS, the approved Annual Procurement Plan (APP) included the Project Procurement Management Plan (PPMP) of the Office of Student Development and Services (OSDS) for the **procurement of food for the OSDS Strategic Planning and Year End Assessment on December 14-15, 2021** with an Approved Budget for the Contract amounting to **Thirty Five Thousand Pesos (P35,000.00)** and "**Small Value Procurement under Negotiated Procurement**" was approved as the appropriate alternative method of procurement to be adopted under Section 53.9 of the revised IRR of the RA 9184;

WHEREAS, the BAC Secretariat sent the Request for Quotation on December 2, 2021 to three (3) suppliers namely: (a) Sweet Onion Cuisine and Catering Services, (b) Valdenor's Catering Services, and (c) R.D Nocum Catering Services;

Higher Education Development Center Building C.P Garcia Ave., UP Campus, Diliman, Quezon City, Philippines
Web Site: www.ched.gov.ph Tel. Nos. 441-1177, 385-4391, 441-1169, 441-1149, 441-1170, 441-1216, 392-5296, 441-1220, 441-1228, 988-0002, 441-1254, 441-1235, 441-8910, 441-1171, 352-1871

BAC Resolution No. 2021-R165 dated December 13, 2021
NOA No. 2021-12-129 dated December 13, 2021

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ITEMS AND DESCRIPTION	QTY	Statement of Compliance (State "Comply" or "Not Comply")	UNIT PRICE	TOTAL AMOUNT
Procurement of food for the OSDS Strategic Planning and Year End Assessment on December 14-15, 2021		Comply		
Date: December 14-15, 2021		Comply		
Meals during the activity for 2 days:				
- plated Breakfast with hot choco		Comply		
- plated AM snack with Juice		Comply		
- Buffet Lunch with fruits as dessert		Comply		
- plated PM snack with Juice		Comply		
- free candies and nuts during the activity	25 pax	Comply		P34,800.00
- with free flowing coffee and water		Comply		
- No downpayment required		Comply		
-VAT inclusive		Comply		
No advance deposit required		Comply		
Billing Statement are to be settled forty-five (45) days after receipt of the Statement of Account		Comply		
Mode of Payment: Send Bill		Comply		

WHEREAS, the Caterer accepted the Notice of Award No. 2021-12-129 dated December 13, 2021 issued by the CHED Bids and Awards Committee (BAC);

WHEREAS, on December 14, 2021 the end-user submitted a letter with the information that the date of activity will be changed from December 14-15, 2021 to December 16-17, 2021;

NOW THEREFORE both parties bind themselves and agree as follows:

1. Terms of Payment. Send bill arrangement. Payment shall be made within 45 days upon receipt of Statement of Account (SOA).

Send Bill to:

Name: **CHED Office of Student Development and Services (OSDS)**

Address: HEDC Building, C.P. Garcia Ave., UP Diliman, Quezon City

2. Notice of the event cancellation or postponement shall be made at least one (1 week) before the scheduled date, except in case of force majeure, labor disputes, strikes or other cause beyond its control



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Catering Agreement

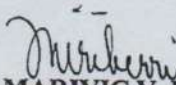
CA No. 2021-12-003A

3. The Client shall advise the Caterer in writing the guaranteed number of guests at least one (1) week before the date and time on the reverse side hereof. In case no such notice is received by the Caterer it shall be understood and agreed that the guaranteed number of guests shall be that already indicated in the contract.
4. Only for the reason of non-availability of raw materials, the Caterer shall be allowed to change the menu as indicated in this Agreement subject to prior notice and consent of the Client; Provided that the replacement dish/es will be chosen by the Client from among the options listed in the Menu Package effective at the time of the execution of this Contract.
5. The Caterer hereby warrants that the food and beverages are all in good quality and complies with the requirements specified in the Purchase Request.
6. Client shall be held liable only for the damage/s and or loss to the Caterer's property and equipment caused by the fault of Client or Client's guests and when no contributory fault or negligence is attributable to the Caterer, its employees, agents or representatives.
7. The Caterer is required to follow minimum health protocols issued by the Inter Agency Task Force (IATF) for the Management of Emerging Infectious Diseases.
8. **FORMS OF PAYMENT.** Payments will be in check name to **R.D NOCUM CATERING SERVICES.**

IN WITNESS THEREOF the parties hereto have caused this Agreement to be duly executed on their behalf by a duly authorized representative as of the date first set forth above.

CONFORME

Client:

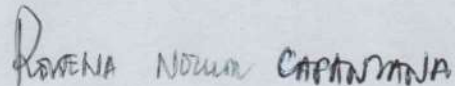

DR. MARIVIC V. IRIBERRI
OIC, Director IV

Signature over Printed Name

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Caterer:



MS. ROWENA CAPANZANA
R.D Nocum Catering Services

Signature over Printed Name


MIRIAM V. MIRANDA

Chief Accountant, AFMS

OKS 2021-12-04/23, P 34,800

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