

Republic of the Philippines
OFFICE OF THE SOLICITOR GENERAL
 134 Amorsolo St., Legaspi Village
 Makati City
PURCHASE ORDER

SOLICITOR GENERAL
SEP 05 2025

Supplier: JCARPIO CATERING SERVICES Address: 176A Tandang Sora Ave., Tandang Sora, Quezon City TIN: 616-999-875-0000 Account No.: 6521016165 Telephone: 8722-8632/090674739856	P.O. # 025-08-119 Date: August 22, 2025 Mode of Procurement: Negotiated Procurement - Small Value Procurement
Bank: LBP - Visayas Avenue Branch Email Address: jcarpiofoodandcatering@gmail.com	

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

Place of Delivery:	Convergys One Building 6796 Ayala Avenue corner Salcedo Street, Legaspi Village, Makati	Delivery Term: Event dates as stated with specific time and place
Date of Delivery:	<u>Event dates specified below</u>	Payment Term: Within 30 days upon receipt of Invoice and Certificate of Completion and Acceptance (Bank to Bank)

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
		PROCUREMENT OF FOOD AND BEVERAGES FOR VARIOUS TRAININGS/SEMINARS OF THE OFFICE OF THE SOLICITOR GENERAL, inclusive of taxes, services, delivery, and other charges: Delivery Address: Convergys One Building 6796 Ayala Avenue corner Salcedo Street, Legaspi Village, Makati City (ONSITE) Event Title: 2025 CASCADING PROGRAM Event Date: September 10, 2025; 8:00am - 5:00pm September 11, 2025; 8:00am - 5:00pm Minimum Inclusion: Event Date: September 10, 2025; 8:00am - 5:00pm AM Snacks Serving Time: On or before 7:30am • Tuna and Cheese Sandwich • Chips • Calamansi Juice • Brewed Coffee LUNCH Serving Time: On or before 11:50am • Beef Stroganoff • Boneless Chicken with Teriyaki Sauce • Fish Fillet • Toast Green Salad • Steamed Rice • Fresh Fruits • Orange Juice PM Snacks Serving Time: On or before 2:50pm • Chicken Pesto Pasta • Toasted Bread • House Blend Iced Tea Event Date: September 11, 2025; 8:00am - 5:00pm AM Snacks Serving Time: On or before 7:30am • Pasta Marinara • Mini Pimiento Sandwich • Red Iced Tea • Brewed Coffee LUNCH Serving Time: On or before 11:50am • Beef Oyster Sauce with Broccoli • Honey Glazed Chicken • Zesty Lemon Butter Fish Fillet • Lumpiang Hubad with Peanut Sauce • Steamed Rice • Blueberry Pana Cotta • Mango Orange Juice PM Snacks Serving Time: On or before 2:50pm • Palabok • Puto Ube • House Blend Iced Tea	88 88	Php 795.00 Php 795.00	Php 69,960.00 69,960.00

OFFICE OF THE SOLICITOR GENERAL
RECORDED
05 SEP 2025
BUDGET DIVISION
 By: *[Signature]* 9.10.25

139212

	Event Title: EMPLOYEE COMPETENCY ROLL OUT			
pax	Event Date: August 26, 2025; 8:00am - 12:00nn	63	400.00	25,200.00
pax	September 16, 2025; 8:00am - 12:00nn	63	400.00	25,200.00
pax	October 15, 2025; 8:00am - 12:00nn	49	400.00	19,600.00
	Minimum Inclusion:			
	Event Date: August 26, 2025; 8:00am - 12:00nn			
	LUNCH			
	Serving Time: On or before 11:50am			
	<ul style="list-style-type: none"> • Beef Steak Tagalog • Boneless Chicken with Ala King Sauce • Baked Butter Vegetable • Steamed Rice • Coffee Jelly • Soft Drinks 			
	Event Date: September 16, 2025; 8:00am - 12:00nn			
	LUNCH			
	Serving Time: On or before 11:50am			
	<ul style="list-style-type: none"> • Beef Curry • Lemon Garlic Boneless Bangus • Sautéed Pechay with Tofu • Steamed Rice • Graham Ube Jelly with Cheese • Pineapple Juice 			
	Event Date: October 15, 2025; 8:00am - 12:00nn			
	LUNCH			
	Serving Time: On or before 11:50am			
	<ul style="list-style-type: none"> • Beef Steak Tagalog • Boneless Chicken with Ala King Sauce • Baked Butter Vegetable • Steamed Rice • Coffee Jelly • Soft Drinks 			
	Event Title: BASIC RECORDS AND ARCHIVES MANAGEMENT (BRAM)			
pax	Event Date: September 2, 2025; 8:00am - 5:00pm	56	795.00	44,520.00
pax	September 5, 2025; 8:00am - 5:00pm	56	795.00	44,520.00
pax	September 17, 2025; 8:00am - 5:00pm	56	795.00	44,520.00
pax	September 18, 2025; 8:00am - 5:00pm	56	795.00	44,520.00
	Minimum Inclusion:			
	Event Date: September 2, 2025; 8:00am - 5:00pm			
	AM Snacks			
	Serving Time: On or before 7:30am			
	<ul style="list-style-type: none"> • Tomato Spinach Chicken Spaghetti • Cheese Bread • Orange Juice • Brewed Coffee 			
	LUNCH			
	Serving Time: On or before 11:50am			
	<ul style="list-style-type: none"> • Beef Kare-Kare • Relyenong Bangus • Chicken Stofado • Fried Lumpiang Togue • Steamed Rice • Milky Graham with Cheese • Red Iced Tea 			
	PM Snacks			
	Serving Time: On or before 2:50pm			
	<ul style="list-style-type: none"> • Burger • Fries • Mango Orange Juice 			

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Event Date: September 5, 2025; 8:00am - 5:00pm

AM Snacks

Serving Time: On or before 7:30am

- Chicken Vermicelli
- Dinner Roll
- Mango Juice
- Brewed Coffee

LUNCH

Serving Time: On or before 11:50am

- Roasted Beef with Mushroom Gravy
- Pan Seared Fish with Pesto Sauce
- Chicken Galantina
- Stir Fry Vegetable with Quail Egg
- Steamed Rice
- Leche Flan
- Soft Drinks

PM Snacks

Serving Time: On or before 2:50pm

- Tuna Carbonara
- Toasted Bread
- Blue Lemonade

Event Date: September 17, 2025; 8:00am - 5:00pm

AM Snacks

Serving Time: On or before 7:30am

- Tuna and Cheese Sandwich
- Chips
- Calamansi Juice
- Brewed Coffee

LUNCH

Serving Time: On or before 11:50am

- Beef Stroganoff
- Boneless Chicken with Teriyaki Sauce
- Fish Fillet
- Toast Green Salad
- Steamed Rice
- Fresh Fruits
- Orange Juice

PM Snacks

Serving Time: On or before 2:50pm

- Chicken Pesto Pasta
- Toasted Bread
- House Blend Iced Tea

Event Date: September 18, 2025; 8:00am - 5:00pm

AM Snacks

Serving Time: On or before 7:30am

- Lomicon Caldo
- Puto with Cheese
- Pineapple Juice
- Brewed Coffee

LUNCH

Serving Time: On or before 11:50am

- Beef Mechado
- Buttered Chicken
- Grilled Fish with Toyomansi
- Baked Butter Vegetable
- Steamed Rice
- Buko Lychee
- Blue Lemonade

PM Snacks

Serving Time: On or before 2:50pm

- Tuna Carbonara
- Garlic Bread
- Calamansi Juice

	<p>Event Title: IT SECURITY AWARENESS TRAINING</p> <p>Event Date: October 7, 2025; 8:00am - 5:00pm</p> <p>AM Snacks</p> <p>Serving Time: On or before 7:30am</p> <ul style="list-style-type: none"> • Tomato Spinach Chicken Spaghetti • Cheese Bread • Orange Juice • Brewed Coffee <p>LUNCH</p> <p>Serving Time: On or before 11:50am</p> <ul style="list-style-type: none"> • Beef Kare-Kare • Relyenong Bangus • Chicken Stofado • Fried Lumpiang Togue • Steamed Rice • Milky Graham with Cheese • Red Iced Tea <p>PM Snacks</p> <p>Serving Time: On or before 2:50pm</p> <ul style="list-style-type: none"> • Burger • Fries • Mango Orange Juice <p>Event Date: October 14, 2025; 8:00am - 5:00pm</p> <p>AM Snacks</p> <p>Serving Time: On or before 7:30am</p> <ul style="list-style-type: none"> • Pasta Marinara • Mini Pimiento Sandwich • Red Iced Tea • Brewed Coffee <p>LUNCH</p> <p>Serving Time: On or before 11:50am</p> <ul style="list-style-type: none"> • Beef Oyster Sauce with Broccoli • Honey Glazed Chicken • Zesty Lemon Butter Fish Fillet • Lumpiang Hubad with Peanut Sauce • Steamed Rice • Blueberry Pana Cotta • Mango Orange Juice <p>PM Snacks</p> <p>Serving Time: On or before 2:50pm</p> <ul style="list-style-type: none"> • Palabok • Puto Ube • House Blend Iced Tea <p>Event Date: October 21, 2025; 8:00am - 5:00pm</p> <p>AM Snacks</p> <p>Serving Time: On or before 7:30am</p> <ul style="list-style-type: none"> • BAM I • Dinner Roll • House Blend Iced Tea • Brewed Coffee <p>LUNCH</p> <p>Serving Time: On or before 11:50am</p> <ul style="list-style-type: none"> • Beef Curry • Chicken Inasal • Lemon Garlic Boneless Bangus • Penakbet • Steamed Rice • Fish Fruits Tropical • Soft Drinks <p>PM Snacks</p> <p>Serving Time: On or before 2:50pm</p> <ul style="list-style-type: none"> • Grilled Chicken Sandwich • Chips • Cucumber Lemonade Juice 	<p>37</p> <p>58</p> <p>58</p> <p>58</p>	<p>795.00</p> <p>795.00</p> <p>795.00</p> <p>795.00</p>	<p>29,415.00</p> <p>46,110.00</p> <p>46,110.00</p> <p>46,110.00</p>
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Event Date: October 28, 2025; 8:00am - 5:00pm

AM Snacks

Serving Time: On or before 7:30am

- Tuna Carbonara
- Banana Cupcake
- Cucumber Lemonade Juice
- Brewed Coffee

LUNCH

Serving Time: On or before 11:50am

- Beef Salpicao
- Lemon Herbs Chicken
- Tuna Steak
- Fresh Lumpiang Ubod
- Steamed Rice
- Buko Fruits Salad
- Soft Drinks

PM Snacks

Serving Time: On or before 2:50pm

- Baked Macaroni
- Toasted Bread
- Orange Juice

Other Requirements:

- *Free-Flowing Water and Coffee and/or Tea or Juice.
- *Supplier should provide the plates, utensils, cutleries, glasses and tissues.
- *Dishes must be served in an aesthetic buffet long table with skirting.
- *Suppliers should provide food containers for any excess food.
- *All left over should be properly coordinated to end-user and be given to the authorized representative in a proper take-out container.

Quality of Food Requirements:

- ***NO pork or blood-based ingredients.**
- *Food quality must be delicious, big serving, spill-free, freshly made and not spoiled. Meals are prepared in proper, hygienic, and safe place; and delivered at specified time.
- *The supplier should guarantee that in the event of spoilage or poor-quality meals, they will immediately replace and provide the same at no additional cost.

Manpower Requirements:

- *At least two (2) properly dressed personnel/servers with name tags should be present during the event.
- *Supplier is required to provide list of employees and a list of equipment to be brought into the venue.

Note: Supplier must provide option for modification, rescheduling, and cancellation due to agency and national government announcement.

The following documents shall be deemed to form and construed as part of this agreement:

- I. Quotation
- II. RFQ
- III. Chosen Menu
- IV. Other documents as may be required by laws

Total Amount in Words: **FIVE HUNDRED FIFTY FIVE THOUSAND SEVEN HUNDRED FORTY FIVE PESOS ONLY** Php **555,745.00**

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

Very truly yours,

Conforme:


ARIEL J. UBINA
(Signature over printed name)

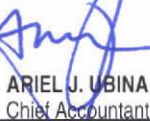
SEP 05 2025

(Date)


JESSICA L. CASTRO
CAO, Administrative Division

EDITHA R. BUENDIA
Director IV, HRMAS

Funds Available:


ARIEL J. UBINA
Chief Accountant

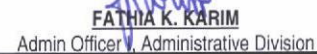
ALOBS:

02-101161-2025-09-502

Amount:

₱ 555,745.00

This is to certify that this procurement was posted at Philgeps in compliance with RA 9184


FATHIA K. KARIM
Admin Officer V, Administrative Division

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