



Office of the President of the Philippines  
PRESIDENTIAL MANAGEMENT STAFF  
Malacañang

**PMS-BIDS AND AWARDS COMMITTEE**

**Resolution No. 04, Series of 2021**

**RECOMMENDING THE AWARD OF CONTRACT TO FOUR A'S FOOD AND CATERING SERVICES INC. FOR THE PROCUREMENT OF CATERING SERVICES FOR THE CABINET ASSISTANCE SYSTEM AND OTHER HIGH LEVEL MEETINGS IN CY 2021**

**WHEREAS**, the Development Management Staff Office I (DMSO I)<sup>1</sup> submitted to the PMS Bids and Awards Committee (PMS-BAC) the Terms of Reference (TOR) and purchase request for the procurement of catering services for the Cabinet Assistance System and other high level meetings in CY 2021 (**Annex A**) with an Approved Budget for the Contract (ABC) amounting to PhP1,080,000.00<sup>2</sup>, which is included in the PMS' Annual Procurement Plan for FY 2021<sup>3</sup> (**Annex B**);

**WHEREAS**, the PMSBAC Secretariat invited suppliers to participate in the competitive bidding for this procurement activity. However, only Four A's Foods and Catering Services Inc. purchased and submitted the bidding documents therefor (**Annex C**);

**WHEREAS**, during the opening of bids held on 23 November 2020, the Four A's Food and Catering Services Inc. was declared "eligible" by the PMS-BAC for having submitted complete eligibility documents and complied with the specifications as indicated in the TOR. It submitted a bid amounting to PhP1,020,000.00, inclusive of appropriate taxes and fees, which is within the ABC for the procurement activity (**Annex D**);

**WHEREAS**, the Four A's Food and Catering Services Inc., being the single calculated bid for this procurement activity, was subjected to post-qualification evaluation in order to determine its compliance and responsiveness to all the requirements and conditions as specified in the bidding documents;

**WHEREAS**, per the post-qualification evaluation conducted by the PMS-BAC Secretariat and the end-user representatives, the Four A's Food and Catering Services Inc.'s offer was determined to be the **single calculated and responsive bid** for having complied with the requirements of the PMS and the law for the said procurement activity (**Annex E**).

<sup>1</sup> Now merged under the Development Management Staff Office, pursuant to Agency Order no. 2021-001.

<sup>2</sup> Per the TOR and PR.

<sup>3</sup> Item no. 26 thereof.



**NOW, THEREFORE**, for and in consideration of the foregoing, **WE**, the Members of the PMS-BAC, pursuant to Memorandum Order No. 2021-009<sup>4</sup>, hereby **RECOMMEND** to the Assistant Secretary for Facilitation of Presidential Assistance the following:

- (1) **AWARD OF CONTRACT** via competitive bidding to the Four A's Food and Catering Services Inc., which submitted the single calculated and responsive bid for the procurement of catering services for the Cabinet Assistance System and other high-level meetings in CY 2021, in the amount of PhP1,020,000.00, inclusive of appropriate taxes and fees; and,
- (2) **GRANT OF AUTHORIZATION** for the BAC Chairperson or, in her absence, the BAC Vice-Chairperson, to sign the Notice of Award and Notice to Proceed to implement this Resolution.

DONE in Quezon City this 23<sup>rd</sup> day of February 2021.

*Ma. Vivian R. Puno*

**MA. VIVIAN R. PUNO**  
Assistant Secretary and Chairperson

*Randolph A. Pascasio*  
**Atty. RANDOLPH A. PASCASIO**  
Director and Vice-Chairperson

*Wileburn L. Tan, Jr.*  
**Atty. WILEBURN L. TAN, JR.**  
Director and Regular Member

TOOK NO PART  
**NENITA L. SAGAONIT**  
Division Chief and Provisional Member  
(End-User Representative  
for Administrative Services)

*Socorro Q. Aydinan*  
**SOCORRO Q. AYDINAN**  
Director and Provisional Member  
(Technical Expert  
for Administrative Services)

APPROVED / DISAPPROVED:

*Marietta T. Tamondong*  
**MARIETTA T. TAMONDONG**  
Assistant Secretary  
Date: \_\_\_\_\_

<sup>4</sup> Entitled, "Updating the Signing Authorities for Various Matters in the PMS".