



METROPOLITAN
WATERWORKS &
SEWERAGE
SYSTEM
REGULATORY
OFFICE



PURCHASE ORDER

| | | | | | |
|--|--|--|---|---|---------------|
| Supplier: | MLA-MC FOOD SERVICES | | P.O. No.: | 24-083 | |
| Address: | Vanguard Bldg., Magsaysay Ave., Diliman, UP Campus, District IV, Quezon City | | Date: | 10 December 2024 | |
| TIN: | 908-004-678-001 | | Mode of Procurement: | Lease of Real Property and Venue | |
| Phone No.: | (+63) 9171-1000-01 | | | | |
| E-mail: | joemagsupdiliman@gmail.com | | | | |
| Gentlemen: | Please furnish this Office the following goods/services subject to the terms and conditions contained herein. This Purchase Order (P.O.) will also serve as your Notice of Award and Notice to Proceed, upon acceptance/receipt and signing of this P.O. | | | | |
| Place of Delivery: | MWSS Regulatory Office, Katipunan Ave., corner H. Ventura Street, Barangay Pansol, Balara, Quezon City | | Delivery Terms: | In accordance with the Scope of Work (SOW) and Specifications in the Terms of Reference (TOR) | |
| Date of Delivery: | | | Payment: | Terms Upon completion of the SOW and Specifications in the TOR | Mode Check |
| Stock No. | Unit | Particulars (Goods and/or Services) | Qty. | Unit Cost | Amount |
| | lot | Lease of venue including function room and meals for the conduct of the 2024 Year-End Gender and Development (GAD) Kapihan The attached TOR shall serve as an integral part of this Purchase Order (P.O.) | 1 | P154,000.00 | P154,000.00 |
| Total Amount in Words: | ONE HUNDRED FIFTY-FOUR THOUSAND PESOS | | Total (inclusive of VAT) | P154,000.00 | |
| In case of failure to make delivery within time specified above, a penalty of one-tenth (1/10) of one percent foreveryday of delay shall be imposed. | | | | | |
| CONFORME: [Signature] Maricel L. Agapito Signature Over Printed Name of Supplier Date: | | | APPROVED: [Signature] ATTY. PATRICK LESTER N. TY Chief Regulator | | |
| FUNDS AVAILABLE: [Signature] SIR GIL P. MARAVILLA Chief Corporate Accountant | | | AMOUNT OF ABC: P154,000.00 | | |

TERMS AND CONDITIONS

1. ALL PRICES QUOTED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) CALENDAR DAYS FROM DATE OF QUOTATION.
2. AWARDEE shall be responsible for the source(s) of his supplies/materials/equipment shall make deliveries in accordance with schedule, quality and specifications of the award and purchase order. Failure by the AWARDEE to comply with the same shall be ground for cancellation of the award and purchase order issued to that AWARDEE and for re-awarding the item(s) to the ALTERNATE AWARDEE.
3. AWARDEE shall pick up purchase order(s) issued in his favor within three (3) days after receipt of notice to that effect. A telephone call or fax transmission shall constitute an official notice to the AWARDEE. Thereafter, if the purchase order(s) remain unclaimed, the said purchase order(s) shall be sent by messengerial service to the AWARDEE at the latter's expense. To avoid delay in the delivery of the requesting agency's requirement, all DEFAULTING AWARDEES shall be precluded from proposing or submitting a substitute sample.
4. Subject to the provisions of the preceding paragraph, where AWARDEE has accepted a purchase order but fails to deliver the required product(s) within the time called for in the same order, he shall be extended a minimum fifteen (15) calendar days under liquidated damages to make good his delivery. Thereafter if AWARDEE has not completed delivery within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance withdrawn from that AWARDEE. The procurement service shall then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against the DEFAULTING AWARDEE. Refusal by the DEFAULTING AWARDEE to shoulder the price difference shall be ground for his disqualification from future bids of the same or all items, without prejudice to the imposition of other sanctions as prescribed under RA-9184 and its IRR-A.
5. All deliveries by suppliers shall be subject to inspection and acceptance by the MWSS Regulatory Office. All necessary laboratory tests undertaken by the MWSS Regulatory Office on the item(s) shall be for the account of the supplier.
6. Rejected deliveries shall be construed as non-delivery of product(s)/item(s) so ordered and shall be subject to liquidated damages, subject to the terms and conditions prescribed under paragraph 4 hereof.
7. Supplier shall guarantee his deliveries to be free from defects. Any defective item(s) / product(s), therefore which may be discovered by the MWSS Regulatory Office within three (3) months after acceptance of the same, shall be replaced by the supplier within seven (7) calendar days upon receipt of a written notice to that effect.
8. A penalty of one-tenth of one percent (0.001) of the total value of the product(s)/good(s) purchased shall be deducted for each day of delay in the delivery of the product(s)/good(s) ordered.
9. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
10. As a pre-condition to payment, IMPORTATION DOCUMENTS specifically showing the condition and serial numbers of the imported equipment purchased should be submitted by the supplier to the MWSS Regulatory Office.
11. All transactions are subject to withholding of creditable Value Added Tax (VAT) per Revenue Regulation No. 10-93
12. Submission of Mayor's/Business Permit and PHILGEPS Registration upon submission of Quotation.

ABSTRACT OF QUOTATION



MANILA WATER SUPPLY SYSTEMS & SEWERAGE AUTHORITY
NATIONAL
CAPITAL REGION



| Item no. | | | Qty. | Unit | TECHNICAL SPECIFICATIONS, TERMS OF REFERENCE, OR SCOPE OF WORK, AND ELIGIBILITY/DOCUMENTARY REQUIREMENTS | SUPPLIER/SERVICE PROVIDER | |
|---|---|-----|--|------|--|---|------------------|
| | | | | | | MLA-MC FOOD SERVICES | |
| | | | | | | Bid/Quotation | Bid/Quoted Price |
| Purchase Request No. 24-236 | | | | | | Complied | PHP154,000.00 |
| 1 | 1 | lot | Lease of venue including function room and meals for the conduct of the 2024 Year-End Gender and Development (GAD) Kapihan | | | PHP 154,000.00 | |
| Total Bid/ Quoted Price (Inclusive of VAT) | | | | | | within | |
| Approved Budget for the Contract (ABC); PHP154,000.00 | | | | | | | |
| Terms of Delivery Offered (In accordance with the Scope of Work and Specifications) | | | | | | In accordance with the SOW and Specifications | |
| Terms of Payment Offered (Payment upon completion of Scope of Work and Specifications) | | | | | | Payment upon the completion of the SOW and Specifications | |
| PhilGEPS Registration No. | | | | | | Red: 14-Jul-2022 | |
| REMARKS | | | | | | Compliant | |
| RANKING | | | | | | 1 | |
| Prepared by: JEZREE H. PUCIO Administrative Officer II | | | | | | ACTION TAKEN: The Supplier/Service Provider with the LOWEST Calculated and Responsive Bid shall be directed to submit ALL necessary documentary requirements for a non-extendible period of three working days, failure of which shall be deemed non-responsive bid. The Supplier/Service Provider with the NEXT LOWEST Calculated and Responsive Bid shall be then directed as above, and so on until a Supplier/Service Provider shall be deemed as responsive bidder. The quotation of the RESPONSIVE bidder may be recommended to be awarded the contract. | |
| Date: 12/10/2024 | | | | | | RECOMMENDING APPROVAL: As instructed by the MWSS RO's Bids and Award Committee, the BAC Secretariat hereby certifies that on a meeting dated 10 DEC. 2024 the BAC recommended the award of the contract to the Supplier/Service Provider deemed to be the LOWEST Calculated and RESPONSIVE bid. | |
| Reviewed by: RANJEY M. GARCIA Administrative Officer III | | | | | | for: ATTY. FELIX FRANCIS OPLE Head, BAC Secretariat | |
| Date: 12/10/2024 | | | | | | APPROVED: ATTY. PATRICK LESTER N. TY Chief Regulator | |





METROPOLITAN
WATERWORKS &
SEWERAGE
SYSTEM
REGULATORY
OFFICE



Event: 2024 GAD Kapihan Honoring Advocates and Forging Stakeholder
Commitments for Advancing Gender Equality through Sex-Disaggregated Data
in the Water Sector

Venue: Joemag's (MLA-MC Food Services)

Address: Magno Hall, DMST Complex, Magsaysay corner Ylanan, UP Campus, Diliman,
Quezon City

TABLE RATING FACTORS FOR LEASE OF REAL PROPERTY
(The prospective bidder shall have at least a rating of 85%)

| | RATING FACTORS | WEIGHT (%) | RATING |
|-------------|---|------------|--------|
| I. | Location and Site Condition | | |
| | 1. Accessibility | (25) | 25 |
| | 2. Topography and Drainage | (20) | 20 |
| | 3. Sidewalk and waiting shed | (15) | 15 |
| | 4. Parking space | (15) | 15 |
| | 5. Economic potential | (10) | 10 |
| | 6. Land classification, utilization, and assessment | (10) | 10 |
| | 7. Other added amenities | (5) | 5 |
| | | 100 | |
| II. | Neighborhood Data | | |
| | 1. Preavailing rental rate | (20) | 18 |
| | 2. Sanitation and health condition | (20) | 20 |
| | 3. Adverse influence | (15) | 15 |
| | 4. Property utilization | (15) | 15 |
| | 5. Police and fire station | (15) | 10 |
| | 6. Cafeterias | (10) | 5 |
| | 7. Banking/ postal/ telecom | (5) | 5 |
| | | 100 | |
| III. | Real Property | | |
| | 1. Structural condition | (30) | 30 |
| | 2. Functionality | | |
| | a. Module | (6) | 6 |
| | b. Room arrangement | (6) | 6 |

| | RATING FACTORS | WEIGHT (%) | RATING |
|--------------|--------------------------------|------------|--------|
| | c. Circulation | (6) | 6 |
| | d. Light and ventilation | (6) | 6 |
| | e. Space requirements | (6) | 6 |
| | 3. Facilities | | |
| | a. Water supply and toilet | (6) | 6 |
| | b. Lighting system | (6) | 6 |
| | c. Elevators | (6) | 6 |
| | d. Fire escapes | (6) | 6 |
| | e. Fire fighting equipment | (6) | 6 |
| | 4. Other requirements | | |
| | a. Maintenance | (5) | 5 |
| | b. Attractiveness | (5) | 5 |
| | | 100 | |
| | | | |
| IV. | Free Services and Facilities | | |
| | 1. Janitorial and security | (20) | 15 |
| | 2. Air conditioning | (20) | 20 |
| | 3. Repair and maintenance | (20) | 20 |
| | 4. Water and light consumption | (20) | 20 |
| | 5. Secured parking space | (20) | 15 |
| | | 100 | |
| | | | |
| I. | Location and Site Condition | x (.20) = | 20 |
| II. | Neighborhood Data | x (.20) = | 17.6 |
| III. | Real Property | x (.50) = | 50 |
| IV. | Free Services and Facilities | x (.10) = | 9 |
| FACTOR VALUE | | | 96.6 |

Evaluated by:

[REDACTED]

PATRICIA PAULA A. SERIRITAN

10 December 2024



RO-FM-PRO-02
Rev 02
Effectivity Date: 17 September 2024

REQUEST FOR QUOTATION

DATE: 06 DECEMBER 2024

Supplier: MLA-MC FOOD SERVICES
Address: Magno Hall, DMST Complex, Magsaysay cor Ylanan, UP Campus, Diliman, QC

Dear Sir/Madam:
Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided in the table below, and at the dorsal portion of this form. We would appreciate receiving your offer in this form duly accomplished and signed by you or your authorized representative:

| Submission of Quotation | Delivery Terms | Payment Terms |
|--|--|--|
| Closing Date & Time: 10 DECEMBER 2024 at 12:00NN; via e-mail to: ranjev.garcia@ro.mwss.gov.ph Including the ff. Eligibility Documents/Information: 1. Valid PhilGEPS Certificate or Registration No., 2. Tax Identification Number (TIN), and 3. Mayor's/Business Permit | 1. In accordance with the Scope of Work (SOW) and Specifications in the Terms of Reference (TOR). 2. Place of delivery: MWSS Regulatory Office, Katipunan Ave., cor. H. Ventura Street, Brgy. Pansol, Quezon City, Manila | 1. Payment upon the completion of SOW and Specifications in the TOR. 2. <input checked="" type="checkbox"/> Check or <input type="checkbox"/> Cash 3. <input checked="" type="checkbox"/> Full or <input type="checkbox"/> Partial ___ % Bal. _____ |

Thank you very much.


Very truly yours,

RAMON A. JAVIER
Department Manager

Date: _____

The End-User, Committee Chairperson, or Department Manager:

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation for the items as follows: *(please indicate number of pages/sheets including this page (1 of _))*

| Technical Specifications, Terms of Reference, or Scope of Work and Eligibility/Documentary Requirements | Approved Budget for the Contract (ABC) | OFFER | | |
|--|--|---|------------|---------|
| | | Qty./Units | Unit Price | Total |
| PR No. 24-236 Lease of venue including function room and meals for the conduct of the 2024 Year-End Gender and Development (GAD) Kapihan <i>Refer to the attached Terms of Reference (TOR)</i> | P154,000.00 | Refer to the TOR | N/A | 154,000 |
| | | Delivery/Pick-up Terms: _____ Payment Terms: _____ | | |
| Amount in Words: One Hundred Fifty-Four Thousand | | TOTAL (inclusive of VAT): | | |
| Our Eligibility Documents/Information: PhilGEPS Reg. No.: 305792 TIN: 908-004-678-001 Business Permit No.: 20-000208 Issued at: Quezon City Expiry Date: April 17, 2025 | <div> Maricel L. Agapito</div> <div>Signature Over Printed Name Contact No.: 09171100001 Email Address: joemagsupdiliman@gmail.com</div> | | | |



TERMS AND CONDITIONS:

1. ALL PRICES QUOTED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN **THIRTY (30)** CALENDAR DAYS FROM DATE OF QUOTATION.
2. The following requirements must be submitted PRIOR to: ☐ submission of offer/s; ☒ evaluation of offer/s; or ☐ issuance of Notice of Award (please check one)

| (Please check one) | Mayor's Permit | Curriculum Vitae (Consulting) | PhilGEPS No. | Income, Business Tax Returns | Omnibus Sword Statement |
|---|------------------------------|-------------------------------|------------------------------|------------------------------|-------------------------|
| <input type="checkbox"/> Direct Contracting | ✓ | | ✓ | For ABC above P500K | |
| <input type="checkbox"/> Shopping | ✓ | | ✓ | | |
| <input type="checkbox"/> NP-Small Value Procurement | ✓ | ✓ | ✓ | For ABC above P500K | For ABC above P50K |
| <input checked="" type="checkbox"/> Lease of Venue | ✓ Except for Gov't agency | | ✓ Except for Gov't agency | ✓ Except for Gov't agency | |

*For individuals engaged under Small Value Procurement, only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit.

3. AWARDEE shall be responsible for the source(s) of his supplies/materials/equipment shall make deliveries in accordance with schedule, quality and specifications of the award and purchase order. Failure by the AWARDEE to comply with the same shall be ground for cancellation of the award and purchase order issued to that AWARDEE and for awarding to the next lowest complying quotation.
4. AWARDEE shall pick up purchase order(s) issued in his favor within **three (3)** days after receipt of notice to that effect. A telephone call or fax transmission shall constitute an official notice to the AWARDEE. Thereafter, if the purchase order(s) remain unclaimed, the said purchase order(s) shall be sent by messengerial service to the AWARDEE at the latter's expense. To avoid delay in the delivery of the requesting agency's requirement, all DEFAULTING AWARDEES shall be precluded from proposing or submitting a substitute sample.
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11. As a pre-condition to payment, IMPORTATION DOCUMENTS specifically showing the condition and serial numbers of the imported equipment purchased should be submitted by the supplier to the MWSS Regulatory Office.
12. All transactions are subject to withholding of credible Value Added Tax (VAT) per Revenue Regulation No. 10-93.



(<https://philgeps.gov.ph>)

Modernized Government e-Procurement System

PS-PhilGEPS

Registered Merchants

Registration Date

MLA-MC

All

Search Clear

| Organization Name | Form of Organization | Registration date | Membership Type | Membership Status | Certificate Issuance date | Certificate Expiry date | Certificate Reference No. |
|----------------------|-----------------------|-------------------|-----------------|-------------------|---------------------------|-------------------------|---------------------------|
| MLA-MC FOOD SERVICES | Single Proprietorship | 14-Jul-2022 | Red | Active | | | |





NOTICE

PS-PhilGEPS (//) (//)

Date: 10-Dec-2024 1:17:35 PM

CONTACT US ([HTTPS://PHILGEPS.GOV.PH/CMSHOME/PAGES/VIEW_CONTACT_US](https://philgeps.gov.ph/cms/homepages/view_contact_us))



(<https://www.dbm.gov.ph/>)



([https://ps-](https://ps-philgeps.gov.ph/home/index.php/about-ps/transparency-seal)

[philgeps.gov.ph/home/index.php/about-ps/transparency-seal](https://ps-philgeps.gov.ph/home/index.php/about-ps/transparency-seal))



([https://ps-](https://ps-philgeps.gov.ph/home/index.php)

[philgeps.gov.ph/home/index.php](https://ps-philgeps.gov.ph/home/index.php))



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Ranjev Garcia <ranjev.garcia@ro.mwss.gov.ph>

1 of 1,377 Request for Quotation - Lease of Venue including function room and meals for the conduct of the 2024 Year-End GAD Kapihan

Ranjev Garcia <ranjev.garcia@ro.mwss.gov.ph>

Mon, Dec 9, 2024 at 3:22 PM

To: Events.Venue142@gmail.com, zenaida_aid@yahoo.com

Hi Ma'am/Sir,

Please find the attached request for quotation for the above-mentioned subject procurement.
Kindly revert back to us your price quotation not later than 12 noon of 10 December 2024.

Thank you!

Ranjev Garcia
BAC Secretariat
MWSS Regulatory Office

2 attachments

Request for Quotation - Lease of Venue for including function room and meals for the conduct of the 2024 Year-End GAD Kapihan.pdf
1278K



Terms of Reference - Lease of Venue for including function room and meals for the conduct of the 2024 Year-End GAD Kapihan.pdf
1249K



Ranjev Garcia <ranjev.garcia@ro.mwss.gov.ph>

Request for Quotation - Lease of Venue including function room and meals for the conduct of the 2024 Year-End GAD Kapihan

Ranjev Garcia <ranjev.garcia@ro.mwss.gov.ph>

Mon, Dec 9, 2024 at 3:16 PM

To: upbalay@gmail.com, upbalayinternasyonal.upd@up.edu.ph

Hi Ma'am/Sir,

Please find the attached request for quotation for the above-mentioned subject procurement.
Kindly revert back to us your price quotation not later than 12 noon of 10 December 2024.

Thank you!

Ranjev Garcia
BAC Secretariat
MWSS Regulatory Office

2 attachments

Terms of Reference - Lease of Venue for including function room and meals for the conduct of the 2024 Year-End GAD Kapihan.pdf
1249K



Request for Quotation - Lease of Venue for including function room and meals for the conduct of the 2024 Year-End GAD Kapihan.pdf
1278K



Ranjev Garcia <ranjev.garcia@ro.mwss.gov.ph>

Request for Quotation - Lease of Venue including function room and meals for the conduct of the 2024 Year-End GAD Kapihan

Ranjev Garcia <ranjev.garcia@ro.mwss.gov.ph>

Mon, Dec 9, 2024 at 3:08 PM

To: uptechnohub@microtel.ph

Hi Ma'am/Sir,


Please find the attached request for quotation for the above-mentioned subject procurement. Kindly revert back to us your price quotation not later than 12 noon of 10 December 2024.

Thank you!

Ranjev Garcia
BAC Secretariat
MWSS Regulatory Office

2 attachments

 **Request for Quotation - Lease of Venue for including function room and meals for the conduct of the 2024 Year-End GAD Kapihan.pdf**
1278K

 **Terms of Reference - Lease of Venue for including function room and meals for the conduct of the 2024 Year-End GAD Kapihan.pdf**
1249K



Ranjev Garcia <ranjev.garcia@ro.mwss.gov.ph>

Request for Quotation - Lease of Venue including function room and meals for the conduct of the 2024 Year-End GAD Kapihan

Ranjev Garcia <ranjev.garcia@ro.mwss.gov.ph>
To: UNIVERSITY HOTEL <updilimanhotel@gmail.com>

Mon, Dec 9, 2024 at 3:06 PM

Hi Ma'am/Sir,

Please find the attached request for quotation for the above-mentioned subject procurement. Kindly revert back to us your price quotation not later than 12 noon of 10 December 2024.

Thank you!

Ranjev Garcia
BAC Secretariat
MWSS Regulatory Office

2 attachments

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1249K



Request for Quotation - Lease of Venue for including function room and meals for the conduct of the 2024 Year-End GAD Kapihan.pdf
1278K



METROPOLITAN WATERWORKS & SEWERAGE SYSTEM
REGULATORY OFFICE



RO-FM-PRO-02
Rev 02
Effectivity Date: 17 September 2024

REQUEST FOR QUOTATION

DATE: 06 DECEMBER 2024

Supplier: _____

Address: _____

Dear Sir/Madam:

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided in the table below, and at the dorsal portion of this form. We would appreciate receiving your offer in this form duly accomplished and signed by you or your authorized representative:

| Submission of Quotation | Delivery Terms | Payment Terms |
|--|--|--|
| Closing Date & Time: 10 DECEMBER 2024 at 12:00NN ; via e-mail to: ranjev.garcia@ro.mwss.gov.ph Including the ff. Eligibility Documents/Information: 1. Valid PhilGEPS Certificate or Registration No., 2. Tax Identification Number (TIN), and 3. Mayor's/Business Permit | 1. In accordance with the Scope of Work (SOW) and Specifications in the Terms of Reference (TOR). 2. Place of delivery: MWSS Regulatory Office, Katipunan Ave., cor. H. Ventura Street, Brgy. Pansol, Quezon City, Manila | 1. Payment upon the completion of SOW and Specifications in the TOR. 2. <input checked="" type="checkbox"/> Check or ___ Cash 3. <input checked="" type="checkbox"/> Full or ___ Partial ___ % Bal. _____ |

Thank you very much.

Very truly yours,

RAMON A. JAVIER
Department Manager

Date: _____

The End-User, Committee Chairperson, or Department Manager:

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation for the items as follows: (please indicate number of pages/sheets including this page (1 of _))

Items as follows: (Please indicate number of pages sheet including this page (1 of 2))

| Technical Specifications, Terms of Reference, or Scope of Work and Eligibility/Documentary Requirements | Approved Budget for the Contract (ABC) | OFFER | | |
|--|--|---|------------|-------|
| | | Qty./Units | Unit Price | Total |
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| | | Delivery/Pick-up Terms: _____ Payment Terms: _____ | | |
| Amount in Words: | | TOTAL (inclusive of VAT): | | |
| Our Eligibility Documents/Information: PhilGEPS Reg. No.: _____ TIN: _____ Business Permit No.: _____ Issued at: _____ Expiry Date: _____ | | Signature Over Printed Name Contact No.: _____ Email Address: _____ | | |



TERMS AND CONDITIONS:

1. ALL PRICES QUOTED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN **THIRTY (30) CALENDAR DAYS** FROM DATE OF QUOTATION.
2. The following requirements must be submitted PRIOR to: ☐ submission of offer/s; ☒ evaluation of offer/s; or ☐ issuance of Notice of Award (please check one)

| (Please check one) | Mayor's Permit | Curriculum Vitae (Consulting) | PhilGEPS No. | Income, Business Tax Returns | Omnibus Sword Statement |
|---|------------------------------|-------------------------------|------------------------------|------------------------------|-------------------------|
| <input type="checkbox"/> Direct Contracting | ✓ | | ✓ | ✓ For ABC above P500K | |
| <input type="checkbox"/> Shopping | ✓ | | ✓ | | |
| <input type="checkbox"/> NP-Small Value Procurement | ✓ | ✓ | ✓ | ✓ For ABC above P500K | ✓ For ABC above P50K |
| <input checked="" type="checkbox"/> Lease of Venue | ✓ Except for Gov't agency | | ✓ Except for Gov't agency | ✓ Except for Gov't agency | |

*For individuals engaged under Small Value Procurement, only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit.

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7. Rejected deliveries shall be construed as non-delivery of product(s)/item(s) so ordered and shall be subject to liquidated damages, subject to the terms and conditions prescribed under paragraph 4 hereof.
8. Supplier shall guarantee his deliveries to be free from defects. Any defective item(s) / product(s), therefore that may be discovered by the MWSS Regulatory Office, within three (3) months after acceptance of the same, shall be replaced by the supplier within seven (7) calendar days upon receipt of a written notice to that effect.
9. A penalty of one-tenth of one percent (0.001) of the total value of the product(s)/good(s) purchased shall be deducted for each day of delay in the delivery of the product(s)/good(s) ordered.
10. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
11. As a pre-condition to payment, IMPORTATION DOCUMENTS specifically showing the condition and serial numbers of the imported equipment purchased should be submitted by the supplier to the MWSS Regulatory Office.
12. All transactions are subject to withholding of credible Value Added Tax (VAT) per Revenue Regulation No. 10-93.

ROUTING SLIP

Actions:

- | | | |
|----------------------------------|---------------------------|------------------|
| 1 - Approval/Signatures/Initial | 6 - Instruction Requested | 11 - Follow-up |
| 2 - Pls. Take Appropriate Action | 7 - Return in _____ Days | 12 - Circularise |
| 3 - Prepare Reply | 8 - For Your Info. | 13 - File Copy |
| 4 - Review/Comment/Recom. | 9 - Please See Me | 14 - Others |
| 5 - Investigate/Study/Evaluate | 10 - Note and Return | |

Subject: Purchase request - Lease of venue with provisions for meals for 2024 BAP Kapihan

| FROM | TO | DATE | ACTION REQUESTED | INITIAL |
|-------|----------|---------|------------------|---------|
| by | Mr. PAF | 12/3 | (1) 4 | — |
| | 611 | | | |
| | PAF | | | |
| | NA COI | | | |
| NT | Chief | 12/3 | (1) | 2 |
| PNZ | HTA/ | 12/4 | 2 | 2 |
| | LMB | | | |
| Forul | CCR-CPNT | 12/6/24 | (1) | 2 |
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Remarks:

BIDS & AWARDS COMMITTEE REQUISITION FORM

FOR: ATTY. PATRICK LESTER N. TY
Chief Regulator

FROM: Bids and Awards Committee (BAC) Secretariat

DATE: 06 December 2024

SUBJECT: LEASE OF VENUE WITH PROVISION OF MEALS FOR THE 2024
YEAR-END GENDER AND DEVELOPMENT KAPIHAN

The subject matter is Purchase Request (PR) No. 24-236 dated 02 December 2024 for the procurement of an external service provider for the venue, including function room and meals, for the conduct of the 2024 Year-End Gender and Development (GAD) Kapihan of the MWSS RO and stakeholders. The total cost for the said procurement is estimated to **ONE HUNDRED FIFTY-FOUR THOUSAND PESOS ONLY (PhP154,000.00)**, with funds being certified as available and chargeable to Rents/Lease Expenses - Rents-Land. Further, procurement in the said PR is requested through an **ALTERNATIVE METHOD** of procurement.

RECOMMENDATION:

As instructed by the BAC, the BAC Secretariat hereby certifies that on 06 Dec. 2024 the BAC recommended the **APPROVAL/DISAPPROVAL** of Alternative Method of procurement. *(Please put a check mark in the appropriate box if Approval was recommended.)*

☐ Shopping

☒ Negotiated Procurement: Lease of Real
Property and Venue

☐ Negotiated Procurement: Agency-to-Agency

☐ Repeat Order

☐ Direct Contracting

☐ Limited Source Bidding


ATTY. FELIX FRANCIS B. OPLE
Head, BAC Secretariat

____ (APPROVED) / ____ DISAPPROVED:


ATTY. PATRICK LESTER N. TY
Chief Regulator



September 2024



METROPOLITAN
WATERWORKS &
SEWERAGE
SYSTEM
REGULATORY
OFFICE



BAGONG PILIPINAS

PURCHASE REQUEST

No. 24-236

Dec 2, 2024
(Date)

The Bids and Awards Committee (BAC)
Thru: the Administration Department

Please process the procurement of the following Common-Use Supplies, Equipment and/or Goods, if not available from the stock, for the official use of the BAC.
(Regulation Area, Department, Committee, Project, Activity, or Program)

| Particulars/Descriptions/ Specifications/Stock No./Property No. | Approved Budget for the Contract (ABC) | | | Remarks (Purpose, stock/inventory status, deployment, no. of mos. or yrs. to be used) |
|--|---|-----------|----------------|---|
| | Qty. | Unit Cost | Total | |
| lease of venue with provisions for meals for the BAC Kapitan (please refer to the attached terms of reference for the detailed scope of work and specifications) | 1 | lot | PHP 154,000.00 | |
| | | | | |
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| | | | | |
| | | | | |
| | | | | |
| *Submission of Quotations: <input type="checkbox"/> Open <input type="checkbox"/> Sealed | | | | |

*Considered open, unless otherwise marked as sealed

Purpose:

External service provider to provide the venue, function room and meals to accommodate the multi-sect talent and invited stakeholders for the conduct of 2024 BAC Kapitan

Note: The requesting end-user must state the exact description and specifications of the article being requisition. The BAC will not honor requisitions not duly certified as to the availability of funds and must be part of the approved Annual Procurement Plan.

Property Accountability Receipt (P.A.R.) to:

(Name of Accountable Officer/Employee)

Chargeable under Budget Acct. Code: 5-32-99-050-02

Appropriation of funds certified as available in the amount of PhP 154,000.00

Jim Gil Manavilla
(Budget Officer/Chief Corporate Accountant)
Administration Department

(End-User)

(Position)

Recommending Approval:

Approved:

(Chief Regulator or DA for Administration)



TERMS OF REFERENCE

LEASE OF VENUE WITH PROVISIONS FOR MEALS FOR THE GENDER AND DEVELOPMENT KAPIHAN: Honoring Advocates and Forging Stakeholder Commitments for Advancing Gender Equality through Sex-Disaggregated Data in the Water Sector

I. Rationale

The launch of the 2023 Sex-Disaggregated Water Data Final Report last 30 August 2024 laid a strong foundation for advancing gender-responsive initiatives within the water sector, providing critical insights into the unique needs and contributions of diverse groups. Building on this milestone, the 2024 GAD Kapihan serves as a strategic platform to sustain this momentum, bringing stakeholders together to translate these findings into actionable plans and shared commitments.

RESULTS OF THE 2023 SEX-DISAGGREGATED WATER DATA PROJECT

- Water Use - 59.87% respondents reported that decisions on water usage are currently made by adult females. Females are the primary users and consumers of water.
- Water Safety - Additional steps to ensure the safety of water are usually assumed by adult females (68.73%), which adds to their work.
- Water Management - 63.95% of the respondents said adult women should be the ones responsible for managing water usage in the household.
- Water Availability - Females are more affected by interruptions of water, not only because of disruption of their household chores but also because they are responsible for collecting/storing water (61%) and deciding (68%) on the allocation of this limited supply.
- Water Bills Payment - Funds for the water bill primarily come from men (53.22%). In the majority (56.4%) of the households, females usually assume the task of paying the water bill.
- Desludging - Males (69.4%) are involved in decisions on desludging, which is viewed as requiring technical knowledge and skills.
- Menstrual Hygiene - 97.9% of those still menstruating reported being able to wash/change their sanitary pads in the toilet or a private space at home.

II. Objectives

Forging Stakeholder Commitment

To provide an avenue for the two concessionaires to reiterate their commitments made during the launch of the 2023 Sex-Disaggregated Data Final Report, ensuring alignment with their gender and development goals.



Showcase Forward-looking Plans

To facilitate the sharing of the concessionaires' 2025 plans and programs, grounded in the insights and findings of the 2023 Sex-Disaggregated Data Final Report, and to encourage dialogue and collaboration.

Celebrate Achievements

To honor individuals, organizations, and Gender and Development Focal Point System (GFPS) members who have championed the use of sex-disaggregated data in the workplace, fostering a culture of gender inclusivity and evidence-based decision-making.

Promote Advocacy and Benchmarking

To advocate for the use of sex-disaggregated data, leveraging the 2023 Final Report as a benchmark for other agencies and as a tool to promote evidence-based gender-responsive initiatives.

The 2024 Year-end GAD Kapihan stands as a testament to the power of collaboration and shared commitment in advancing gender and development goals. This event carries forward the momentum of gender mainstreaming, ensuring that the insights gained and connections forged shall result in impactful actions and enduring partnerships for a more equitable and gender-responsive future.

An external Service Provider (SP) will be contracted to provide the venue, function room and meals, preferably with enough space to accommodate the MWSS RO and invited stakeholders.

III. Scope of Work and Specification

The SP should be able to provide a function room, meals, and basic facilities, with the following specifications:

A. General

| | | |
|---------------------|---|--|
| Date and Time | : | 11 December 2024, 8:00AM - 1:00PM |
| Location | : | Metro Manila (preferably within Quezon City) |
| No. of participants | : | 200 pax |
| Parking Slots | : | 10 slots |

B. Venue for the Activities

The venue should be air-conditioned with tables and chairs, audio system and microphone that can accommodate 200 attendees with enough server for food preparation.

C. Meals

Breakfast:

Free flowing coffee with pastries

Lunch:

Beef/Pork and Chicken/Fish with vegetables and rice

Service water and Iced Tea/Softdrinks/Juices

**Rates should be inclusive of all applicable government taxes and service charges.*

IV. Approved Budget for the Contract

The approved budget for the contract is One Hundred Fifty-Four Thousand Pesos Only (Php154,000.00), including government taxes and charges.

V. Terms of Payment

Full Payment to be paid only upon completion of activity subject to the submission of Invoice or Billing Statement with a Certificate of Acceptance for Satisfactory Performance of services based on the agreed terms of contract.

VI. Mode of Procurement

The mode shall be through Lease of Real Property and Venue - Negotiated Procurement as provided under No. 9 Section V of Annex "H" of the Revised Implementing Rules and Regulations of Republic Act No. 9184. The reasonableness of its price shall be determined in accordance with the methodology prescribed in Appendix B of the same guidelines.

Prepared by:



PATRICIA PAULA A. SERIRITAN

Member of Technical Working Group, GFPS


Recommending Approval:



CLAUDINE B. OROCIO-ISORENA

Chairperson, GFPS

Approved:



PATRICK LESTER N. TY

Chief Regulator

OFFICE ORDER NO. 166
Series of 2024

**2024 GAD KAPIHAN: HONORING ADVOCATES AND FORGING
STAKEHOLDER COMMITMENTS FOR ADVANCING GENDER EQUALITY
THROUGH SEX-DISAGGREGATED DATA IN THE WATER SECTOR**

In the interest of service, the Gender and Development (GAD) Kapihan: Honoring Advocates and Forging Stakeholder Commitments for Advancing Gender Equality through Sex-Disaggregated Data in the Water Sector to be held on 11 December 2024 in Quezon City is hereby authorized.

For this purpose, the following are likewise authorized:

1. The abovementioned activity and budgetary requirement in the amount of **ONE HUNDRED SEVENTY-FOUR THOUSAND PESOS (PHP174,000.00)**, chargeable against the MWSS RO *en banc* approved Corporate Operating Budget for FY 2024. The same shall be attributed to the PCW-approved GAD Budget for FY 2024 and subject to the usual accounting and auditing rules and regulations;
2. The use of vehicles and drivers to transport the participants from the MWSS RO premises to the venue and vice versa.

The attached GAD Focal Point System Memorandum shall be made an integral part of this Order.

This Office Order shall take effect immediately.


28 November 2024, Quezon City, Philippines.


PATRICK LESTER N. TY
Chief Regulator



MEMORANDUM

FOR : **PATRICK LESTER N. TY**
Chief Regulator

FROM : 
CLAUDINE B. OROCIO-ISORENA
Chairperson, Gender and Development Focal Point
System (GFPS)

SUBJECT : **2024 GAD KAPIHAN: HONORING ADVOCATES
AND FORGING STAKEHOLDER COMMITMENTS
FOR ADVANCING GENDER EQUALITY THROUGH
SEX-DISAGGREGATED DATA IN THE WATER
SECTOR ON 11 DECEMBER 2024**

DATE : 28 November 2024

The Philippine Plan for Gender and Development (1995-2025) is a National Plan that aims to address, provide, and pursue full equality and development for men and women. Approved and adopted by former President Fidel V. Ramos as Executive No. 273 on 08 September 1995, it is the successor of the Philippine Development Plan for Women, 1989-1992 adopted by Executive No. 348 on 17 February 1989.

The Philippine Commission on Women (PCW) defines Gender and Development (GAD) as the development perspective and process that is participatory and empowering, equitable, sustainable, free from violence, respectful of human rights, supportive of self-determination and actualization of human potential. It was developed in the 1980s as an alternative to the Women in Development (WID) approach. Unlike WID, the GAD approach is not concerned specifically on women, but on the way in which a society assigns roles, responsibilities, and expectations to both men and women. GAD applies Gender Analysis (GA) to uncover the ways in which men and women work together, presenting the results in neutral terms of economics and competence.

Consistent to the PCW's commitment to promote women empowerment and gender equality, the Republic Act No. 9710, otherwise known as the Magna Carta of Women was approved on 14 August 2009 which mandates non-discriminatory and pro-gender equality and equity measures to enable women's participation in the formulation, implementation, and evaluation of policies and plans for national, regional, and local development.



MWSS RO is committed to achieve its vision to become a world class and independent Regulatory Office that equitably protects the interests of the consuming public and other stakeholders to continuous, sustainable, and accessible supply of potable and affordable water and environmentally sound sewerage system. Thus, the MWSS RO has been actively promoting gender equality and women empowerment by integrating GAD perspective in all its programs, projects, and activities through provisions of policies and enabling mechanisms that institutionalize gender mainstreaming efforts to ensure equal opportunities and participation for both women and men.

The GAD Kapihan is one of the mechanisms of the MWSS RO GFPS which seeks to explore the synergies between and among different national government agencies and institutions, in order to support, embody, and achieve Sustainable Development Goals (SDGs) number 5 (Gender Equality) and 6 (Clean water and sanitation for all).

This year's theme for the GAD Kapihan is, "Honoring Advocates and Forging Stakeholder Commitments for Advancing Gender Equality through Sex-Disaggregated Data in the Water Sector", with the following objectives:

1. **Forge Stakeholder Commitment;**
2. **Showcase Forward-looking Plans;**
3. **Celebrate Achievements; and**
4. **Promote Advocacy and Benchmarking**

The 2024 Year-end GAD Kapihan shall honor individuals who have championed the integration and application of SDD in their respective areas, and shall celebrate the invaluable commitment of Gender and Development Focal Point System (GFPS) members who have rendered continuous and outstanding service for the last five (5) years. Through these recognitions, the 2024 GAD Kapihan aims to inspire others to embrace and advocate for the transformative power of sex-disaggregated data, while highlighting the importance of steadfast dedication to gender and development objectives.

The 2024 Year-end GAD Kapihan is scheduled on **11 December 2024**, and stands as a testament to the power of collaboration and shared commitment in advancing gender and development goals. This event carries forward the momentum of gender mainstreaming, ensuring that the insights gained and connections forged shall result in impactful actions and enduring partnerships for a more equitable and gender-responsive future.

In view of this, the GFPS respectfully requests your approval for the following:

1. The conduct of the YEAR-END GAD KAPIHAN FOR 2024 and its corresponding budgetary requirements in the amount of **ONE HUNDRED SEVENTY-FOUR THOUSAND PESOS (PHP174,000.00)**, chargeable against the MWSS RO *en banc*-approved Corporate Operating Budget for FY 2024. The same shall be attributed

the GAD Plan and Budget for FY 2024 and subject to the usual government auditing rules and regulations; the breakdown of which is as follows;

| GAD Kapihan 11 December 2024 8:00 a.m. to 1:00 p.m. | Budget | |
|--|---|---------------------------------|
| | Lease of Venue with Inclusion of food for 200 pax | PhP154,000.00(Check Payment) |
| | Plaque of Recognition PhP2,000.00 x 10 Entities | PhP20,000.00 (Check Payment) |
| Grand Total | | PhP174,000.00 |

2. The use of vehicles and drivers to transport the participants from the MWSS RO premises to the venue and vice versa;
3. The issuance of an Office Order upon approval of this Memorandum.

The Concept Note, with the List of Participants and Indicative Program, is hereby attached as Annex "A".

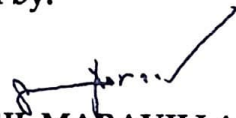
Your usual support is highly appreciated. Thank you.

Prepared by:



PATRICIA PAULA A. SERIRITAN
Member-GAD TWG YEA

Noted by:



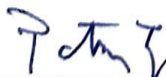
SIR GIL MARAVILLA
Chief Corporate Accountant

Reviewed by:



YVES S. BALERIO
GAD Specialist

 / Approved / Disapproved



PATRICK LESTER N. TY
Chief Regulator



METROPOLITAN
WATERWORKS &
SEWERAGE
SYSTEM
REGULATORY
OFFICE

METROPOLITAN WATERWORKS AND SEWERAGE SYSTEM REGULATORY OFFICE (MWSS RO)

GENDER AND DEVELOPMENT (GAD) KAPIHAN: Honoring Advocates and Forging Stakeholder Commitments for Advancing Gender Equality through Sex-Disaggregated Data in the Water Sector

11 December 2024 | 9:00 a.m. - 1:00 p.m.

(Venue to be announced)

CONCEPT NOTE

Background

The Philippine Plan for Gender and Development (1995-2025) is a National Plan that aims to address, provide, and pursue full equality and development for men and women. Approved and adopted by former President Fidel V. Ramos as Executive No. 273 on 08 September 1995, it is the successor of the Philippine Development Plan for Women, 1989-1992 adopted by Executive No. 348 on 17 February 1989.

The Philippine Commission on Women (PCW) defines Gender and Development (GAD) as the development perspective and process that is participatory and empowering, equitable, sustainable, free from violence, respectful of human rights, supportive of self-determination and actualization of human potential. It was developed in the 1980s as an alternative to the Women in Development (WID) approach. Unlike WID, the GAD approach is not concerned specifically on women, but on the way in which a society assigns roles, responsibilities, and expectations to both men and women. GAD applies Gender Analysis (GA) to uncover the ways in which men and women work together, presenting the results in neutral terms of economics and competence.

Consistent to the PCW's commitment to promote women empowerment and gender equality, the Republic Act No. 9710, otherwise known as the Magna Carta of Women was approved on 14 August 2009 which mandates non-discriminatory and pro-gender equality and equity measures to enable women's participation in the formulation, implementation, and evaluation of policies and plans for national, regional, and local development.

The MWSS RO is committed to achieve its vision to become a world class and independent Regulatory Office that equitably protects the interests of the consuming public and other stakeholders to continuous, sustainable, and accessible supply of potable and affordable water and environmentally sound sewerage system. Thus, the MWSS RO has been actively promoting gender equality and women empowerment by integrating GAD perspective in all its programs, projects, and activities through provisions of policies and enabling mechanisms that institutionalize gender mainstreaming efforts to ensure equal opportunities and participation for both women and men.

2024 YEAR-END GAD KAPIHAN: HIGHLIGHTING SEX-DISAGGREGATED WATER DATA (SDWD) INITIATIVES

The launch of the 2023 Sex-Disaggregated Water Data Final Report last 30 August 2024 laid a strong foundation for advancing gender-responsive initiatives within the water sector, providing critical insights into the unique needs and contributions of diverse groups. Building on this milestone, the 2024 GAD Kapihan serves as a strategic platform to sustain this momentum, bringing stakeholders together to translate these findings into actionable plans and shared commitments.

RESULTS OF THE 2023 SEX-DISAGGREGATED WATER DATA PROJECT

- **Water Use** - 59.87% respondents reported that decisions on water usage are currently made by adult females. Females are the primary users and consumers of water.
- **Water Safety** - Additional steps to ensure the safety of water are usually assumed by adult females (68.73%), which adds to their work.
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- **Water Availability** - Females are more affected by interruptions of water, not only because of disruption of their household chores but also because they are responsible for collecting/storing water (61%) and deciding (68%) on the allocation of this limited supply.
- **Water Bills Payment** - Funds for the water bill primarily come from men (53.22%). In the majority (56.4%) of the households, females usually assume the task of paying the water bill.
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- **Menstrual Hygiene** - 97.9% of those still menstruating reported being able to wash/change their sanitary pads in the toilet or a private space at home.

Objectives:

1. Forge Stakeholder Commitment

To provide an avenue for the two concessionaires to reiterate their commitments made during the launch of the 2023 Sex-Disaggregated Data Final Report, ensuring alignment with their gender and development goals.

2. Showcase Forward-looking Plans

To facilitate the sharing of the concessionaires' 2025 plans and programs, grounded in the insights and findings of the 2023 Sex-Disaggregated Data Final Report, and to encourage dialogue and collaboration.

Celebrate Achievements

to honor individuals, areas, and Gender and Development Focal Point System (GFPS) members who have championed gender mainstreaming and the use of sex-disaggregated data in the workplace, fostering a culture of gender inclusivity and evidence-based decision-making.

4. Promote Advocacy and Benchmarking

To advocate for the use of sex-disaggregated data, leveraging the 2023 Final Report as a benchmark for other agencies and as a tool to promote evidence-based gender-responsive initiatives.

The 2024 Year-end GAD Kapihan stands as a testament to the power of collaboration and shared commitment in advancing gender and development goals. This event carries forward the momentum of gender mainstreaming, ensuring that the insights gained and connections forged shall result in impactful actions and enduring partnerships for a more equitable and gender-responsive future.

List of Participants from MWSS RO: 96 pax

List of Participants from the Invited Stakeholders: 105 pax

Total number of participants: 200 pax

Two Concessionaires

Manila Water - 35

Maynilad - 35

Manila Water Foundation - 35

INDICATIVE PROGRAM

| DATE AND TIME | ACTIVITY | RESPONSIBLE OFFICE/PERSON |
|------------------------------|---|--|
| 8:00 a.m. - 8:30 a.m. | Registration and Welcoming of Guests | MWSS RO GFPS Secretariat |
| 8:31 a.m. - 9:00 a.m. | Preliminaries and Acknowledgement of Guests | Host |
| 9:01 a.m. - 9:10 a.m. | Welcome Message | Atty. Patrick Lester N. Ty Chief Regulator, MWSS RO |
| 9:10 a.m. - 9:20 a.m. | Rationale of the GAD Kapihan 2024 | Ms. Patricia Paula A. Seriritan Technical Assistant, MWSS RO Office of the Deputy Administrator for Administration and Legal Affairs |

