



Republic of the Philippines  
Department of Finance  
**Bureau of Customs**  
1099 Manila

## NOTICE OF AWARD

**MARIA LUISA PADILLA**

Jessa's Catering Services  
188 Int. General Luna Street,  
Malabon City


Dear Ms. Padilla:

We are pleased to inform you that the contract for the project "Catering Service for Civil Service Commission, National Capital Region (CSC-NCR) Supervisory Development Course Track 2 & 3" per Bureau of Customs - Bids and Awards Committee Resolution No. 2018-01 is hereby awarded to your company in the amount of Fifty Two Thousand Two Hundred Pesos (Php 52, 200.00).

In this regard, you are hereby required to sign the Purchase Order as stated in Section 37.2 of the Implementing Rules and Regulations of Republic Act No. 9184 within five (5) calendar days upon receipt of this Notice.

Very truly yours,

  
**GLADYS F. ROSALES, MPA, CESE**  
Deputy Commissioner  
Internal Administration Group 

Received by:   
Date: 9-7-18



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## NOTICE TO PROCEED

**MARIA LUISA PADILLA**

Jessa's Catering Services  
188 Int. General Luna Street,  
Malabon City


Dear Ms. Padilla:

The attached Contract having been approved, notice is hereby given to JESSA'S CATERING SERVICES that work may commence on the project Catering Service for Civil Service Commission, National Capital Region (CSC-NCR) Supervisory Development Course Track 2 & 3" effective upon receipt and acceptance of this Notice.

You are responsible for performing the services in coordinate on with General Services Division under the terms and conditions of the Purchase Order.

Very truly yours,

  
**GLADYS F. ROSALES, MPA, CESE**  
Deputy Commissioner  
Internal Administration Group 

Received by:   
Date: 5/7/18

**PURCHASE ORDER**

Bureau of Customs

Agency

Supplier: **JESSA'S CATERING SERVICES** P.O. No.: 2018-04-00045  
 Date: 19-Apr-18

T.I.N. : **146-860-673-000** Mode of Procurement: **Small Value**

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

Place of Delivery: **BOC Manila-GSD** Delivery Term: **During the Event**  
 Date of Delivery: Payment Term: **15 cd upon signing of P.O.**

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	1 LOT	Meals for 180 pax  Date of Event: • May 8, 2018 (45 pax) • May 9, 2018 (45 pax) • May 10, 2018 (45 pax) • May 11, 2018 (45 pax)  Should include: • AM Snacks P60.00 (head w/ bottled drinks) • Lunch P180.00 (head w/ bottled drinks) • PM Snacks P60.00 (head w/ bottled drinks)  Others: • Free Candies • Buffet set up with Plates; Utensils & Cups • Free flowing coffee/tea & water • Managed buffet lunch  Service Provider should also provide: • At least 2 waiter service to manage distribution of food and attend to other needs.  <div style="text-align: center;"> <span style="font-size: 2em;">➔</span> Nothing Follows <span style="font-size: 2em;">←</span> </div>	1	290.00	52,200.00

(Total Amount in Words) **Fifty Two Thousand Two Hundred Pesos (inclusive of tax)** 52,200.00

(Terms and Conditions stated at the back page of this P.O.)

Conforme: *[Signature]* Very truly yours,  
 Signature over *[Signature]* **GLADYS R. ROSALES, MPA, CESP**  
 Printed Name of Supplier *[Signature]* Deputy Commissioner IAS  
 Date: *07 MAY 2018*  
 Notary Public  
 Unit: December 14, 2014  
 Roll No. 20047  
 FTR No. 69847/1-10-15/Manila  
 ALOBS No. IBP Lifetime Member 05097  
 Amount: *[Signature]* **MARILOU A. CABIGÓN**  
 OIC- Financial Management Office, Concurrent Acting Chief Accountant

ORS 02-01/01/01-2018-05-1509  
 52,200