



## NOTICE OF AWARD

**GRACE J. MEDALLE**

Representative

**SUBIC GRAND HARBOUR HOTEL**

29 Waterfront Road Subic Bay Freeport  
Zone, Olongapo City, Zambales

Dear **Ms. Medalle:**

We are pleased to inform you that the contract for the project "**Lease of Venue for BOC Communication Summit 2023**" per Bureau of Customs - Bids and Awards Committee Resolution No. 2023-02 is hereby awarded to your company in the amount **Four Hundred Eighty-Five Thousand Five Hundred Fifty Pesos (PHP485,550.00)**.

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,

**MICHAEL C. FERMIN**

Chairperson, Bids and Awards Committee

Received by: **GRACE J. MEDALLE**

Date: 03 - 28 - 23

**PURCHASE ORDER**

Bureau of Customs

Agency

Supplier: **SUBIC GRAND HARBOR HOTEL** P.O. No.: 2023-03-0041  
 T.I.N. : **008-055-484-000** Date : 27-Mar-23  
 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  
 Other Terms : Subject to Retention Money 1-5% Contract Amount Payment Term: 15 calendar days

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p><b>Lease of Venue for BOC Communications Summit 2023</b></p> <p><b>ACCOMODATION FOR BOC COMMUNICATIONS SUMMIT 2023</b></p> <p>65 personnel (participants, resource person, and facilitators)                      Date: March 29-31, 2023                      Triple Sharing                      • Php 6,500.00 x 10 rooms x 2 nights                      Twin Sharing                      • Php 5,500.00 x 20 rooms x 2 nights</p> <p>One (1) Function Room for Plenary sessions (65 pax) – banquet type tables                      Good Lights and Sound System                      Audio visual equipment                      Food (buffet) for 65 pax for the inclusive dates:                      Serving Time:  <b>March 29, 2023 (Strictly No Pork)</b>                      Lunch (12:00nn)                      PM Snacks (3:00pm)                      Dinner (7:00pm)  <b>March 30, 2023 (Strictly No Pork)</b>                      Breakfast Buffet                      Lunch (12:00nn)                      PM Snacks (3:00pm)                      Dinner (7:00pm)  <b>March 31, 2023</b>                      Breakfast Buffet                      Lunch (12:00nn)                      PM Snacks (3:00pm)</p> <p><b>Availability</b></p> <ul style="list-style-type: none"> <li>• four (4) to five (5) microphones</li> <li>• 2 wide screen</li> <li>• 2 projectors</li> <li>• Wifi or Internet Access</li> <li>• use of electricity for laptop and projector</li> <li>• (5) extension cords</li> </ul> <p><b>Other Inclusions for free</b></p> <ul style="list-style-type: none"> <li>• Free Flowing coffee and water during the training session</li> <li>• Pens and Notepad</li> <li>• Parking</li> </ul> <p><b>Location: Hotel in Subic</b></p>	<b>1LOT</b>		
<b>(Total Amount in Words)</b>		<b>Four Hundred Eighty-Five Thousand Five Hundred Fifty Pesos (inclusive of tax)</b>			<b>485,550.00</b>

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

Conforme:

*Graci J. Medalla*  
 Signature over Printed Name of Supplier  
 Date

Very truly yours,

*Michael C. Fermin*  
**MICHAEL C. FERMIN**  
 Chairperson, Bids and Awards Committee

Funds Available:

*Mariou A. Cabigon*  
**MARILOU A. CABIGON**  
 Collector V /Chief, Accounting Division

ALOBS No.: 02-01101101-2023-03-0650  
 Amount: 485,550



# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

## NOTICE TO PROCEED

**GRACE J. MEDALLE**

Representative

**SUBIC GRAND HARBOR HOTEL**

29 Waterfront Road Subic Bay Freeport  
Zone, Olongapo City, Zambales

Dear **Ms. Medalle:**

The attached Contract having been approved, notice is hereby given to *Subic Grand Harbor Hotel* that work may commence on the project "**Lease of Venue for BOC Communication Summit 2023**" effective upon receipt and acceptance of this Notice.

You are responsible for performing the services in coordination with General Services Division (GSD) under the terms and conditions of the Purchase Order.

Very truly yours,

**MICHAEL C. FERMIN**

Chairperson, Bids and Awards Committee

Received by: **GRACE J. MEDALLE**

Date: 03-28-23