



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

422-13
 Internal Admin Group
 Received by: MARY REYES
 Date: 10/09/18
 Time: 8:45

NOTICE OF AWARD

LAMBERTO CAIDO

Philippine Diamond Hotel & Resort Inc.
 Roxas Boulevard cor. Dr. J, Quintos St,
 Malate, Manila

Dear Mr. Caido:

We are pleased to inform you that the contract for the project "**Lease of Venue for 23rd Meeting of the ASEAN Customs Capacity Building Working Group (23rd CCBWG)**" per Bureau of Customs - Bids and Awards Committee Resolution No. 2018-01 is hereby awarded to your company in the amount of Six Hundred Seventy Eight Thousand Eight Hundred Pesos (Php678,800.00).

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,

[Handwritten Signature]

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

Received by:
 Date: 10/11/18

[Handwritten Signature]
LAMBERTO C. CAIDO, JR.

**SUBSCRIBED AND SWORN BEFORE
 ME IN M.L.A. THIS 15 OCT 2018**

[Handwritten Signature]
ATTY. CLIFF RICHARD E. GENESELA

NOTARY PUBLIC CITY OF MANILA / ROLL NO. 49006
 Commission No. 2018-079 Issued on Feb. 28, 2018 Until Dec. 31, 2019 / Manila
 PTR No. 6990775 Issued on Dec. 29, 2017 Until Dec. 31, 2018 / Manila
 IBP No. 022177 Issued on Jan. 05, 2018 Until Dec. 31, 2018
 MCLE No. V-0017770 Valid From April 15, 2016 Until April 14, 2019
 Office Add.: Rm 305, NPC Building Magallanes Drive, Intramuros, Manila

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PURCHASE ORDER

Bureau of Customs

Agency

Supplier: **Philippine Diamond Hotel & Resort Inc.**

P.O. No.: :2018-10-00100

T.I.N. : **000-865-409-000**

Date : 4-Oct-18

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 delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p>Lease of Venue for 23rd Meeting of the ASEAN Customs Capacity Building Working Group (CCBWG)</p> <p>MEETING VENUE One (1) air-conditioned function room with a minimum capacity of Sixty (60) pax for three (3) days on October 02 – 04, 2018 from 8:00AM to 5:00PM</p> <p>Location: Roxas Boulevard, Manila</p> <p>Seating arrangement: Hollow rectangular set-up for 60 pax</p> <p>Inclusions: 1. State of the art meeting space in distinguished executive settings; 2. Free flowing coffee/tea; 3. Provides meeting resources like pens and notepads; 4. Separate registration area; 5. With audio system and thirteen (13) units conference microphones; 6. 11 pieces of flagpoles; 7. Candies and bottled water; 8. Frame for the Backdrop; 9. High speed internet connection; and 10. Free Wi-Fi access.</p> <p>FOOD 1. Provide meal package of AM and PM Snacks, for a minimum of Sixty (60) pax on October 02 – 04, 2018; 2. Provide buffet lunch; and 3. Provision of "no pork" or halal.</p> <p>ACCOMMODATION (Secretariat) 1. Four (4) room (double occupancy) for five (5) nights on October 01 – 05, 2018; 2. With minimum basic hotel room facilities and free Wi-Fi Connection; 3. Room package is inclusive of breakfast; and 4. Check in date October 01, 2018 and check out date is on October 05, 2018.</p> <p>FAREWELL DINNER One (1) air-conditioned function room with a minimum capacity of Seventy (70) pax on 02 October 2018; 6:00PM-9:00PM</p> <p>Seating arrangement: Round Table with simple floral arrangement</p> <p>FOOD: Buffet Dinner for a minimum of Eighty (80) pax 1. All food choices must be "no pork" or halal; 2. Proposed menus shall be submitted to the Bureau of Customs; and</p> <p>Actual menus shall be subject to the approval of the Bureau of Customs.</p> <p>OTHER INCLUSIONS FOR FREE: 1. Internet access to all delegates/participants 2. Free parking slots</p> <p>Mode of Payment • Send Bill</p>	1 LOT		678,800.00
		NOTHING FOLLOWS			

(Total Amount in Words) **Six Hundred Seventy Eight Thousand Eight Hundred Pesos (inclusive of tax)** 678,800.00

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

Conforme: *[Signature]*
 Signature over Printed Name of Supplier
 Date *10/1/18*

Very truly yours,
[Signature]
GLADYS F. ROSALES, MPA, CESE
 Deputy Commissioner
 Internal Administration Group *[Initials]*

Funds Available:
[Signature]
MARILOU A. CABIGON
 OIC, FMO/Acting Chief, Accounting Division *[Initials]*

ALOBS No.: *02-0110101-2018-10-3869*
 Amount: *678,800-*



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

NOTICE TO PROCEED

LAMBERTO CAIDO

Philippine Diamond Hotel & Resort Inc.
 Roxas Boulevard cor. Dr. J, Quintos St,
 Malate, Manila

Dear Ms. Caido:

The attached Contract having been approved, notice is hereby given to *Philippine Diamond Hotel & Resort Inc.* that work may commence on the project "Lease of Venue for 23rd Meeting of the ASEAN Customs Capacity Building Working Group (23rd CCBWG)" 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,

[Signature]
GLADYS F. ROSALES, MPA, CESE
 Deputy Commissioner
 Internal Administration Group

Received by: LAMBERTO C. CAIDO, JR.
 Date: 10/01/18

**SUBSCRIBED AND SWORN BEFORE
 ME IN MLA. THIS 15 OCT 2018**

[Signature]
ATTY. CLIFF RICHARD E. GENESELA
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