



# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

## NOTICE OF AWARD

**PRAISE JOY ANIDA**

Representative

**HOSPITALITY RESOURCES INC.**

Lot 2 Blk 5 The Reef, Vistamar Subdivision

Brgy. Mactan Lapu Lapu City, Cebu

Dear **Ms. Anida:**

We are pleased to inform you that the contract for the project "**Lease of Venue for Bureau's Hosting for the 34<sup>th</sup> meeting of the ASEAN CUSTOMS PROCEDURES AND TRADE FACILITATION WORKING GROUP (CPTFWG)**" as per Bureau of Customs - Bids and Awards Committee Resolution No. 2023-02, is hereby awarded to your company in the amount of **Eight Hundred Ten Thousand One Hundred Fifty-Nine Pesos (PHP810,159.00)**.

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: **PRAISE JOY ANIDA**

Date: Mar 20, 2023

**PURCHASE ORDER**

Bureau of Customs

Agency

Supplier: **HOSPITALITY RESOURCES INC.**

P.O. No. :2023-03-0040

Date 20-Mar-23

T.I.N. : **741-813-069-000**

Mode of Procurement: Small Value

Gentlemen:

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

Place of Delivery:

Delivery Duration: during the event

Date of Delivery :

Payment Term: 15 cd upon delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p><b>Lease of Venue for Bureau's Hosting for the 34th meeting of the ASEAN CUSTOMS PROCEDURES AND TRADE FACILITATION WORKING GROUP (CPTFWG)</b></p> <p><b>MEETING VENUE</b></p> <p>One air-conditioned function room with a minimum capacity of fifty (50) pax for three (3) days on 21 – 23 March 2023 from 08:00am to 05:00pm.</p> <p>Seating Arrangement: Hollow Rectangular Set-Up</p> <p>Inclusions:</p> <ol style="list-style-type: none"> <li>1. State of the art meeting space in distinguished executive settings with basic floral arrangement;</li> <li>2. Exclusive use of function room;</li> <li>3. Tables and chairs for banquet with basic centerpieces;</li> <li>4. Backdrop Frame;</li> <li>5. Podium set-up;</li> <li>6. Registration Table;</li> <li>7. Platform Stage set-up;</li> <li>8. Function room signage;</li> <li>9. Good lights and basic sound systems with microphones;</li> <li>10. Audio Visual equipment (LCD projector and screen);</li> <li>11. Free flowing coffee and tea during the meeting;</li> <li>12. Candies/Mints;</li> <li>13. Bottled Water;</li> <li>14. Pens and Notepads;</li> <li>15. Eleven (11) pieces of flagpoles;</li> <li>16. High-Speed Internet Connection;</li> <li>17. LAN-ready for Hybrid Livestreaming;</li> <li>18. Free Wi-fi access;</li> <li>19. Use of electricity; and</li> </ol> <p><b>Note:</b> On standby banquet waiter and technical operator to assist the group.</p> <p><b>FOOD</b></p> <ol style="list-style-type: none"> <li>1. Provide meal package of AM/PM Snacks and Buffet Lunch for forty-five (45) pax on 21 – 23 March 2023;</li> <li>2. All food must be <b>halal or "no pork"</b></li> <li>3. Beverage station and Buffet area; and</li> <li>4. Exclusive room for Lunch</li> </ol> <p><b>Note:</b> Proposed menu shall be submitted to the BOC and actual menu shall be subject for approval of BOC.</p>			<b>810,159.00</b>

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

Conforme:

*Praise Jay Amador*  
 Signature over Printed Name of Supplier

Date: *Mar 22, 2023*

Very truly yours,

*[Signature]*  
**MICHAEL C. FERMIN**  
 Chairperson, Bids and Awards Committee

Funds Available:

*[Signature]*  
**MARILOU A. CABIGON**  
 Collector V / Chief, Accounting Division

ALOBS No.: *02-01101101-2023-03-0601*  
 Amount:

**PURCHASE ORDER**

Bureau of Customs

Agency

Supplier: **HOSPITALITY RESOURCES INC.**

P.O. No.: 2023-03-0040

Date : 20-Mar-23

T.I.N. : **741-813-069-000**

Mode of Procurement: Small Value

Gentlemen:

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		<p><b>Lease of Venue for Bureau's Hosting for the 34th meeting of the ASEAN CUSTOMS PROCEDURES AND TRADE FACILITATION WORKING GROUP (CPTFWG)</b></p> <p><b><u>SECRETARIAT ROOM</u></b>            One (1) small room for secretarial services, which can accommodate a maximum of five (5) pax for three (3) days on 21 – 23 March 2023 from 08:00 to 05:00pm.</p> <p>Inclusions:</p> <ol style="list-style-type: none"> <li>1. Basic working space set-up;</li> <li>2. Extension cords; and</li> <li>3. Free Wi-fi access.</li> </ol> <p><b><u>WELCOME DINNER</u></b>            One air-conditioned function room with a minimum capacity of sixty (60) pax on 21 March 2023 from 06:00pm to 10:00pm.</p> <p>Seating Arrangement: Round Tables with basic centerpiece</p> <p>Inclusions:</p> <ol style="list-style-type: none"> <li>1. Good lights and basic sound systems with microphones;</li> <li>2. Audio Visual equipment (projector and screen);</li> <li>3. Stage Platform Set-Up for Cultural Show;</li> <li>4. Use of electricity;</li> <li>5. Podium set-up</li> </ol> <p><b><u>FOOD</u></b></p> <ol style="list-style-type: none"> <li>1. Provide Buffet Dinner for sixty (60) pax on 21 March 2023; and</li> <li>2. All food must be <b>halal or "no pork"</b></li> </ol> <p><b>Note:</b> Proposed menu shall be submitted to the BOC and actual menu shall be subject for approval of BOC.</p> <p><b><u>FAREWELL DINNER</u></b>            Open function area with a minimum capacity of sixty (60) pax on 23 March 2023 from 06:00pm to 10:00pm.</p> <p>Seating Arrangement: Round Tables and Cocktail Tables with basic centerpiece</p> <p>Inclusions:</p> <ol style="list-style-type: none"> <li>1. Good lights and basic sound systems with microphones;</li> <li>2. Audio Visual equipment (projector and screen);</li> <li>3. Stage Platform Set-Up for Cultural Show;</li> <li>4. Use of electricity</li> </ol>			

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

Conforme:

Signature over Printed Name of Supplier

Date: **Mar 22, 2023**

Very truly yours,

**MICHAEL C. FERMIN**

Chairperson, Bids and Awards Committee

Funds Available:

**MARILOU A. CABIGON**

Collector V / Chief, Accounting Division

ALOBS No.: **02-01101161-2023-03-001**

Amount:

**PURCHASE ORDER**

Bureau of Customs

Agency

Supplier: **HOSPITALITY RESOURCES INC.**

P.O. No.: 2023-03-0040

Date : 20-Mar-23

T.I.N. : **741-813-069-000**

Mode of Procurement: Small Value

Gentlemen:

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

Place of Delivery: Delivery Duration: during the event

Date of Delivery : Payment Term: 15 cd upon delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p><b>Lease of Venue for Bureau's Hosting for the 34th meeting of the ASEAN CUSTOMS PROCEDURES AND TRADE FACILITATION WORKING GROUP (CPTFWG)</b></p> <p><b>FOOD</b></p> <ol style="list-style-type: none"> <li>1. Provide Buffet Dinner for sixty (60) pax on 23 March 2023; and</li> <li>2. All food must be <b>halal or "no pork"</b></li> </ol> <p><b>Note:</b> Proposed menu shall be submitted to the BOC and actual menu shall be subject for approval of BOC.</p> <p><b>ROOM ACCOMMODATION</b></p> <ol style="list-style-type: none"> <li>1. Three (3) Triple Sharing Rooms for six (6) nights from 19 – 25 March 2023;</li> <li>2. One (1) Twin Sharing Room for six (6) nights from 19 – 25 March 2023; and</li> <li>3. Two (2) Twin Sharing Rooms for five (5) nights from 20 – 25 March 2023.</li> <li>4. Complimentary breakfast;</li> <li>5. Complimentary Wi-fi access;</li> </ol> <p>Complimentary use of hotel amenities (e.g., gym, pool, beach)</p> <p>Send bill</p>			

**(Total Amount in Words): Eight Hundred Ten Thousand One Hundred Fifty Nine Pesos (inclusive of tax) 810,159.00**

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

Conforme:

*Praise Joy Anida*  
 Signature over Printed Name of Supplier  
 Date: *Mar 22, 2023*

Very truly yours,

*[Signature]*  
**MICHAEL C. FERMIN**  
 Chairperson, Bids and Awards Committee

Funds Available:

*[Signature]*  
**MARILOU A. CABIGON**  
 Collector V / Chief, Accounting Division *fn*

ALOBS No.: *02-0110101-2020-09-0601*  
 Amount: *810,159.-*



# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

## NOTICE TO PROCEED

**PRAISE JOY ANIDA**

Representative

**HOSPITALITY RESOURCES INC.**

Lot 2 Blk 5 The Reef, Vistamar Subdivision  
Brgy. Mactan Lapu Lapu City, Cebu

Dear **Ms. Anida:**

The attached Contract having been approved, notice is hereby given to *KIX'S CATERING FOOD SERVICES* that work may commence on the project "**Lease of Venue for Bureau's Hosting for the 34<sup>th</sup> meeting of the ASEAN CUSTOMS PROCEDURES AND TRADE FACILITATION WORKING GROUP (CPTFWG)**" 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: **PRAISE JOY ANIDA**

Date: Mar 20, 2023