



Santa Maria WATER DISTRICT

BAC Resolution No. PROC-BCR-2022-04-046B
Date 04/26/2022
Project **LEASE OF VENUE FOR THE PARTICIPANTS OF IN-HOUSE SEMINAR ON TECHNICAL OPERATION & MAINTENANCE, WATER AUDIT AND NON-REVENUE WATER**
BAC RESOLUTION RECOMMENDING AWARD OF CONTRACT FOR THE ABOVE STATED PROJECT

WHEREAS, The Purchase/Work Request (PR/WR) was received by the procurement with the following details:

PR /WR Nos.	A-2022-03-008
Division/Section	Administrative Division
Purpose	To provide food and accommodation for participants
Total ABC	₱101,900.00

WHEREAS, the project was included in the Annual Procurement Plan for the fiscal year 2022. The total Approved Budget for the Contract (ABC) stated above to be procured pursuant to the 2016 Revised Implementing Rules and Regulations (IRR) of Republic ACT (RA) 9184

Mode Of Procurement	Lease of Venue
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WHEREAS, The Purchase/Work Requests (PR/WR) was approved by the Head of the Procuring Entity (HOPE) and the procurement activity thereby started;

WHEREAS, the Request for Quotation (RFQ) was published in the Philgeps and in the website of the Procuring Entity as stated in RA 9184.

Ads/ Posting Date	N/A
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WHEREAS, the suppliers of known qualifications have responded and submitted the quotations. All quotations were considered and verified if in compliance with specifications and have the submitted documentary requirements needed.

Abstract of Quotation No.	N/A
Date	N/A

NOW, THEREFORE, with the foregoing findings, we the members of the BAC, hereby RESOLVED, as it is hereby RESOLVED, to recommend to the Head of Procuring Entity (HOPE) the award of the project with

the following details as the most suitable and economical venue for the seminar

Supplier	SITIO LUCIA HOTEL & RESORT CORP.
Contract Cost	₱80,100.00
Name of Project	LEASE OF VENUE FOR THE PARTICIPANTS OF IN-HOUSE SEMINAR ON TECHNICAL OPERATION & MAINTENANCE, WATER AUDIT AND NON-REVENUE WATER

RESOLVED FINALLY, at the Santa Maria Water District's Office. Santa Maria, Bulacan this 26th day of April Year 2022

Sgd.

 Maria Leonora S. Romarate
 BAC - Chairperson

Sgd.

 Engr. Gerson L. Francisco
 BAC Member - Admin

Sgd.

 Mary Diana S. Dela Cruz
 BAC Member - Legal

Sgd.

 Jasmin L. Jose
 BAC Member - End User

Sgd.

 Engr. Edgardo E. dela Torre, Jr.
 BAC Member - Technical

Approved by:

Sgd.

 Engr. Carlos N. Santos Jr.
 General Manager



Santa Maria

WATER DISTRICT

NOTICE OF AWARD

NOA-2022-04-036C ✓

April 26, 2022

Ms. Sheila Alejandro
Sales & Marketing Representative
SITIO LUCIA HOTEL & RESORT CORP.
Fidel de Jesus St. Km.40 Pulong Buhangin, Santa Maria, Bulacan

LEASE OF VENUE FOR THE PARTICIPANTS OF IN-HOUSE SEMINAR ON TECHNICAL OPERATION & MAINTENANCE, WATER AUDIT AND NON-REVENUE WATER

We are happy to inform you that the project stated above is hereby awarded in favor of your company with the following details:

BAC Resolution No. : PROC-BCR-2022-04-046B
Contract Cost : ₱80,100.00 ✓
Amount in Words : EIGHTY THOUSAND ONE HUNDRED PESOS ✓
Purchase/Work Order No. : WO#2022-0020
Date Issued : 04/26/2022 ✓

You are to sign or confirm this Notice of Award and deliver the goods/services or implement the project based on the schedule of delivery/implementation stated in the Purchase/Work Order. The Procuring Entity shall be notified within two (2) days prior to delivery or implementation.

Very truly yours,

Sgd.

ENGR. CARLOS N. SANTOS, JR.
General Manager

Received By: _____
Printed Name: Sheila Alejandro
Signature: _____ Sgd.



Santa Maria

WATER DISTRICT

NOTICE TO PROCEED

NTP-2022-04-036C

April 27, 2022

Ms. Sheila Alejandro
Sales & Marketing Representative
SITIO LUCIA HOTEL & RESORT CORP.
Fidel de Jesus St. Km.40 Pulong Buhangin, Santa Maria, Bulacan

This is to inform you that Purchase/Work Order stated below has been approved. You may now proceed with the implementation of the project effective upon the receipt of this notice.

Project Name	LEASE OF VENUE FOR THE PARTICIPANTS OF IN-HOUSE SEMINAR ON TECHNICAL OPERATION & MAINTENANCE, WATER AUDIT AND NON-REVENUE
	: WATER
Purchase/Work Order No.	: WO#2022-0020 ✓
Date Approved	: 27-Apr-22
Contract Cost	: ₱80,100.00 ✓
Amount in Words	: EIGHTY THOUSAND ONE HUNDRED PESOS

Very truly yours,

Sgd.

ENGR. CARLOS N. SANTOS, JR.
General Manager

Received By: _____
Printed Name: Sheila Alejandro
Signature: Sgd. _____

**PROCUREMENT
PRIORITY**



WORK ORDER

WR No. A-2022-03-008 Date: 03-25-2022 WO No.: 2022-0020
 AOQ No. _____ Date: _____ Philgeps Reference No: _____ Date: 04/26/2022

The Work Order is hereby awarded to SITIO LUCIA HOTEL & RESORT CORP. with business address at de Jesus St. KM. 40 Pulong Buhangin, Sta. Maria Buli for work items as described below.

TIN: 005-708-669-000 VAT NON-VAT Mode of Procurement Lease of Real Property and Venue Payment Term _____

No.	Work Items	Quantity	Unit	Amount	Condition
	To provide food and accommodation for the participants of the In-house Seminar on Technical Operation & Maintenance (O&M) and Water Audit & Non-Revenue Water (NRW). Seminar w/ meals-Php800/ 29pax (3 batch)=Php69,600.00 and Seminar w/ meals and accommodation (Resource Speaker) -Php3,500 /1pax (3 batch)=Php10,500.	1	Lot	₱80,100.00	Payment shall be based on the actual quantity completed and accepted. The Water District reserves the right to change portion or part of this Work Order

Total Agreed Price ₱80,100.00

Prepared by: Sgd. Marichu Y. Ferrer Procurement Assistant
 Checked and Verified by: Sgd. Jasmin L. Jose IRDA-A
 Certified Funds Available: Sgd. Jovita I. Dalmacio Department Manager
 Approved for Implementation: Sgd. Engr. Carlos N. Santos Jr. General Manager
 Conforms: Sgd. Sheila Alejandro Authorized Representative SITIO LUCIA HOTEL & RESORT CORP.

Fund Cluster: MOOE BUR No: 22-04-0241 Date: 4/26/22
 Funds Available: 80,100.00 Amount: ₱ 80,100.00

cp 04/26/22