

**BAC Resolution No.** PROC-BCR-2023-12-151  
**Date** 12/04/2023  
**Name of Project** CATERING SERVICES FOR SMWD YEAR-END PARTY 2023

**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-2023-11-030
Division/Section	ADMINISTRATIVE DIVISION
Purpose	To provide meals and other services for the SMWD Year-End Party 2023
Total ABC	₱110,000.00

WHEREAS, the project was included in the Annual Procurement Plan for the fiscal year 2023. 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	SMALL VALUE PROCUREMENT ✓
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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	12/01/2023
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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 submitted the documentary requirements needed.

Abstract of Quotation No.	A2023-269
Date	12/04/2023

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,

**TECHNICALLY, LEGALLY AND FINANCIALLY CAPABLE TO UNDERTAKE THE PROJECT**

Supplier	<b>BOBBY CATERING SERVICES</b> ✓
Contract Cost	₱79,900.00 ✓
Payment Terms	CHECK PAYMENT AFTER SUBMISSION OF BILLING STATEMENT ✓

RESOLVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 4th day of December Year 2023

Sgd.  
 \_\_\_\_\_  
 Atty. Joshua Bautista  
 BAC Member - Legal

Sgd.  
 \_\_\_\_\_  
**Maria Leonora S. Romarate**  
 BAC - Chairperson

Sgd.  
 \_\_\_\_\_  
 Mary Diana S. Dela Cruz  
 BAC Member - Financial

Sgd.  
 \_\_\_\_\_  
 Jasmin L. Jose  
 BAC 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-2023-12-115

December 12, 2023

Roberto Jr. B. Hernandez  
Proprietor  
BOBBY CATERING SERVICES  
KM 39 Gulod Pulong Buhangin Santa Maria, Bulacan

### CATERING SERVICES FOR SMWD YEAR-END PARTY 2023

PR/WR: A-2023-11-030

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-2023-12-151  
**Contract Cost** : ₱79,900.00  
**Amount in Words** : Seventy Nine Thousand Nine Hundred Pesos  
**Purchase/Work Order No.** : 2023-12-0105  
**Date Issued** : 12/06/2023

You are to sign or confirm this Notice of Award and to 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*

**Conforme:**

Printed Name: Roberto B. Hernandez Jr.

Signature: Sgd.

Date : \_\_\_\_\_



# Santa Maria

WATER DISTRICT

## NOTICE TO PROCEED

NTP-2023-12-111

December 12, 2023

Roberto Jr. B. Hernandez  
Proprietor  
BOBBY CATERING SERVICES  
KM 39 Gulod 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** : CATERING SERVICES FOR SMWD YEAR-END PARTY 2023  
**Purchase/Work Order No.** : 2023-12-0105  
**Date Approved** : 12/12/2023  
**Contract Cost** : ₱79,900.00  
**Amount in Words** : Seventy Nine Thousand Nine Hundred Pesos

Very truly yours,

Sgd.  
**ENGR. CARLOS N. SANTOS, JR.**  
General Manager

**I acknowledge receipt of this Notice on:**

Printed Name: Roberto B. Hernandez Jr.  
Signature: Sgd.  
Date: \_\_\_\_\_



**PROCUREMENT  
PRIORITY**



**WORK ORDER**

WR No.: A-2023-11-030 Date: 11/08/23 WO No.: 2023-12-0105  
 AOQ No.: A2023-269 Date: 12/04/23 Philgeps Reference No. \_\_\_\_\_ Date: 12/06/23

The Work Order is hereby awarded to **BOBBY CATERING SERVICES** with business address at KM 39 Gulod Pulong Buhangin Santa Maria, Bulacan for work items as described below:

TIN: 408-261-564-00000  VAT  **NON-VAT** Mode of Procurement Negotiated Procurement - Small Value Procurement Payment Term: Check Payment upon submission of billing state

No.	Work Items	Quantity	Unit	Amount	Condition
1	To provide meals and other services for the SMWD Year-End Party 2023 -186 pax (P400/pax=P74,400)-Catering Services for SMWD employees on Year-End Party - choice of main courses, dessert and drinks with buffet set-up, utensils, tables and chairs with cover, waiter and buffet attendants, venue style and other requirements may requested -Lights and Sound System (P5,500.00),	1	LOT	79,900.00	Payment shall be based on the actual quantity completed and accepted. The SMWD reserves the right to change portion or part of this Work Order. In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on undelivered services

Total Agreed Price: ₱ 79,900.00

Prepared by:  
Sgd.  
Marichu Y. Ferrer  
Procurement Assistant

Checked and Verified by:  
Sgd.  
Jasmin L. Jose  
End-User/Implementing Unit

Certified Funds Available:  
Sgd.  
Jovita I. Dalmacio  
Department Manager B -  
AFGS

Approved for Implementation: Conforme:  
Sgd.  
Engr. Carlos N. Santos Jr.  
General Manager

Sgd.  
Roberto B. Hernandez Jr.  
Supplier/Contractor

Fund Cluster: MOOE BUR No. 23-12-1146 Date: 12/07/2023  
 Funds Available: \_\_\_\_\_ Amount: ₱ 79,900.00