



# Santa Maria WATER DISTRICT

**BAC Resolution No.** PROC-BCR-2024-09-163  
**Date** 09/16/2024  
**Name of Project** PROVISION OF CATERING SERVICES FOR 9TH BAWD MEETING

### 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.	WR# A-2024-08-032
Division/Section	ADMINISTRATIVE DIVISION
Purpose	To provide food and services for 9th BAWD Meeting on September 20, 2024
Total ABC	₱127,000.00

WHEREAS, the project was included in the Annual Procurement Plan for the fiscal year 2024. 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	09/12/2024
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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.	A-2024-09-252
Date	09/16/2024

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,

### COMPLETE AND RESPONSIVE QUOTATION

Supplier	<b>V. MENDOZA CATERING SERVICES</b>
Contract Cost	₱124,210.53
Payment Terms	FULL PAYMENT ON THE DAY OF THE EVENT

RESOLVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 16th day of September Year 2024

Sgd. 9/18/2024  
**MARJA LEONORA S. ROMARATE**  
 BAC- Chairperson

Sgd. 09/16/2024  
 Mary Diana S. dela Cruz, CPA  
 BAC Member -Financial

Sgd. 9/17/2024  
 Atty. Joshua E. Bautista  
 BAC Member -Legal

Sgd. 11 SEP 2024  
 Engr. Edgardo E. dela Torre, Jr.  
 BAC Member - Technical

Sgd. 9/17/2024  
 Jasmín Jose  
 BAC Member-End User

Approved by:

Sgd. 9/17/24  
**Engr. Carlos N. Santos Jr.**  
 General Manager  
 "YOUR WATER OUR OBLIGATION  
 YOUR CONVENIENCE OUR SERVICE"





# Santa Maria

WATER DISTRICT

## NOTICE OF AWARD

NOA-2024-09-127

September 19, 2024

Victoria Mendoza  
Proprietor  
V MENDOZA CATERING SERVICES  
858 Bagbaguin, Santa Maria, Bulacan

### PROVISION OF CATERING SERVICES FOR 9TH BAWD MEETING

PR/WR: A-2024-08-032

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

<b>BAC Resolution No.</b>	:	PROC-BCR-2024-09-163
<b>Contract Cost</b>	:	₱124,210.53
<b>Amount in Words</b>	:	One Hundred Twenty Four Thousand Two Hundred Ten Pesos And Fifty Three Centavos
<b>Purchase/Work Order No.</b>	:	2024-09-0116
<b>Date Issued</b>	:	09/17/2024

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: VICTORIA M. MENDOZA

Signature: Sgd.

Date: 9/20/2024



# Santa Maria

WATER DISTRICT

## NOTICE TO PROCEED

NTP-2024-09-127

September 19, 2024

Victoria Mendoza  
Proprietor  
V MENDOZA CATERING SERVICES  
858 Bagbaguin, 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** : PROVISION OF CATERING SERVICES FOR 9TH BAWD MEETING  
**Purchase/Work Order No.** : 2024-09-0116  
**Date Approved** : 09/17/2024  
**Contract Cost** : ₱124,210.53  
**Amount in Words** : One Hundred Twenty Four Thousand Two Hundred Ten Pesos And Fifty Three Centavos

Very truly yours,

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

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

Printed Name: VICTORIA M. MENDOZA  
Signature: Sgd.  
Date: 9/20/24



**PROCUREMENT  
PRIORITY**



**WORK ORDER**

WR No.: A-2024-08-032 Date: 08/27/24 WO No.: 2024-09-0116  
 AOQ No.: A2024-09-252 Date: 09/16/24 Philgeps Refence No. 11238235 Date: 09/17/24

The Work Order is hereby awarded to **V MENDOZA CATERING SERVICES** with business address at 858 Bagbaguin, Santa Maria, Bulacan for work items as described below:

TIN: 101-748-361-00000  VAT  **NON-VAT** Mode of Procurement Negotiated Procurement - Small Value Procurement Payment Term: Full payment on the day of the event

No.	Work Items	Quantity	Unit	Amount	Condition
1	Catering Services for the 9th BAWD Meeting on September 20, 2024. Inclusions: * -Grazing Table -Brewed Coffee -Lechon -Goto -Catering Services (170pax) rice, 5 main courses, desserts,drinks, venue set-up  with free pandesal and kesong puti	1	LOT	124,210.53	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: ₱ 124,210.53

Prepared by: Sgd. Marichu Y. Ferrer Procurement Assistant Date: 09/17/24  
 Checked and Verified by: Sgd. Janine Mariz S. De Los Santos End-User/Implementing Unit Date: 9/17/2024  
 Certified Funds Available: Sgd. Jovita I. Dalmacio Department Manager B - AFGS Date: 9/17/24  
 Approved for Implementation: Sgd. Engr. Carlos N. Santos Jr. General Manager Date: 9/17/24  
 Conformed: Sgd. VICTORIN M. MENDOZA Supplier/Contractor Date: \_\_\_\_\_

Fund Cluster: MOOE BUR No. 24-09-0945 Date: 09/17/2024  
 Funds Available: \_\_\_\_\_ Amount: 124,210.53