



Civil Service Commission Regional Office VIII

NOTICE OF AWARD

15 December 2023

The Manager
SOFIA'S WAY FOOD CENTER
Brgy. 60, Real St., Sagkahan, Tacloban City

Dear Sir/Madam:

We are pleased to inform you that your proposal for the Grazing Table for the Staff Development Activity and Pasidungog on 16 December 2023 in CSC RO VIII, Palo, Leyte in the amount of **Twenty Thousand Pesos (Php20,000.00)**, undertaken through Section 53.9 Small Value Procurement of the Revised Implementing Rules and Regulations of Republic Act No. 9184, has been determined to be the Lowest Calculated and Responsive Bid.

We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligations under the project.

Very truly yours,


ATTY. MARILYN E. TALDO
Director IV/HOPE^o

Conforme:


Signature over Printed Name

Date: 12-15-23

Bawat Kawani, Lingkod Bayani

PURCHASE ORDER
CIVIL SERVICE COMMISSION REGIONAL OFFICE VIII
Agency

Supplier Sophia's Way Food Center	2023-12-0144
Address Brgy. 60, Real St., Sagkahan, Tacloban City	Date 12/15/2023
TIN VAT-441-637-957-000	Mode of Procurement: SVP

Gentlemen:
Please furnish this office the following articles subject to the terms and conditions contained herein:
Per BAC Resolution No. 2023- 12-140 dated 11 December 2023.

Place of Delivery: CSC RO VIII, Government Center, Palo, Leyte
Date of Delivery: _____
Delivery Term: See Terms and Conditions
Payment Term: 5 days from receipt of the Billing Statement

Item No.	Unit	Item Description	Quantity	Unit Cost	Amount
1	Lot	GRAZING TABLE (December 16, 2023) Terms and Conditions for Grazing Table: 1. The Grazing Table shall include fresh fruits, crackers, sweet treats, cheese, nuts, and cookies. 2. The Grazing Table shall be available on December 16, 2023 (dinner). 3. The CSC RO VIII reserves the right to cancel the delivery of the grazing table in case of major institutional mandates/changes, calamities, etc. upon formal notice to the supplier at least two (2) days prior to the activity and that CSC RO VIII has no obligations to pay the supplier 4. The CSC RO VIII shall pay the Concessionaire at least five (5) days after the activity and billing statement has been received by the Office.	1 100	- -	20,000.00 -

(Total Amount in Words) **TWENTY THOUSAND PESOS** **PHP 20,000.00**

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 the undelivered item/s.

Conforme: *MARILYN E. TALDO* **ATTY. MARILYN E. TALDO**
 Director IV
 Very truly yours, *M. Taldo*

Fund Cluster GF/103
 Funds Available
MARIBETH F. ANDRIANO
MARIBETH F. ANDRIANO
 Accountant III

OR/BURS No: _____
 Date of the ORS/BURS: _____
 Amount: _____