



Republic of the Philippines
University of the Philippines Baguio
Governor Pack Road, Baguio City
Telefax No. 442-3888/442-3484
www.upb.edu.ph

Notice to Proceed

April 25, 2022

Gemma Alvarez

Proprietor

Joy Stick Catering Services

L4-B12 White Elm St, Richview Square, Bakakeng, Baguio City
(0998) 547-1840


Dear Ms. Alvarez:

Notice is hereby given to Joy Stick Catering Services represented by its *Proprietor, Gemma Alvarez*, that work may commence on the **Catering Services for the University Clean-up Day on 25-26 April 2022** effective on APR 25 2022 or _____ day/s after the receipt of this notice.


Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the University of the Philippines Baguio.

Very truly yours,


ROSEMARY M. GUTIERREZ
Vice Chancellor for Academic Affairs

Conforme:



Gemma A. Law

(Name of Representative of Bidder)

Date: _____



UNIVERSITY OF THE PHILIPPINES BAGUIO

Supply & Property Management Office
Governor Pack Road, Baguio City
VAT Reg. TIN: 000-864-006-00007

PURCHASE ORDER
Office of the Chancellor

Supplier: Joy Stick Catering Services
Address: L4-B12 White Elm St, Richview Square, Bakakeng, Baguio City
Telephone No.: (0998) 547-1840
E-mail: gjoyalvarez09@gmail.com
TIN: 196-456-872-000
PO No.: SPMO-GF-22-04-085
Date: 25-Apr-2022
Mode of Procurement: NP - Small Value Procurement
PR No.: 16395

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

Place of Delivery: Supply and Property Management Office (SPMO), UP Baguio
Contact Person: Brian D. Lumague
Contact Address: Governor Pack Road, Baguio City
Contact #/ Email: (074) 442-3484/ bdlumague@up.edu.ph
Delivery Term: E.O.B. - Destination (UP Baguio)
Payment Term: 30 calendar days
Date of Delivery: 25-26 April 2022

Table with 6 columns: Stock/Property No., Unit, Description, Qty., Unit Cost, Amount.
Rows include: Catering Services for the University Clean-up Day on 25-26 April 2022; Meals and snacks (morning and afternoon snacks) for 25 April 2022; Meals and snacks (morning and afternoon snacks) for 26 April 2022; ***Nothing Follows***; Canvass No.: PC-22-04-125

(Total Amount in Words): One Hundred Thousand Pesos P 100,000.00

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.

Very truly yours,

ROSEMARY M. GUTIERREZ
Vice Chancellor for Academic Affairs

Conforme:

Signature over Printed Name of Supplier: Gemma A. Lao
Date: APR 25 2022

Fund Cluster: 01 101101 MISC
Funds Available:
ORS/BURS No.: 02-101101-2022-05-383
Date of the ORS/BURS: 05-24-2022
Amount: 100,000 -
Signatures: Cecile G. Dangawen, Chief, Accounting Office
Dates: MAY 17 2022, MAY 24 2022



Republic of the Philippines
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Notice of Award

April 25, 2022

Gemma Alvarez

Proprietor

Joy Stick Catering Services

L4-B12 White Elm St, Richview Square, Bakakeng, Baguio City
(0998) 547-1840

Dear Ms. Alvarez:

We are happy to notify you that your bid for the execution for the **Catering Services for the University Clean-up Day on 25-26 April 2022** under Abstract of Quotations No. *PC-22-04-125* dated April 25, 2022 is hereby awarded to you at a contract price equivalent to ***One Hundred Thousand Pesos (Php 100,000.00)***.

You are hereby required to enter into the contract within ten (10) calendar days upon receipt of this Notice of Award.

Very truly yours,

CORAZON L. ABANSI
Chancellor

Conforme:

(Name of Representative of Bidder)

Date: APR 25 2022



BIDS AND AWARDS COMMITTEE
University of the Philippines Baguio
Governor Pack Road, Baguio City

**ABSTRACT OF QUOTATION FOR THE
CATERING SERVICES FOR UP BAGUIO**

Canvass no. **PC-22-04-125**

Date: 25 April 2022

Item No.	PARTICULARS		Unit Cost	Joy Stick Catering Services	Sydblakes Catering Services	Gablet's Catering Services	
	QTY	UNIT					
		Catering Services for the University Clean-up Day on 25-26 April 2022					
		(RFQ No. 2022.04.003)					
1	300	persons	Meals and snacks (morning and afternoon snacks) for 25 April 2022	250.00	250.00	275.00	no bid
2	300	persons	Meals and snacks (morning and afternoon snacks) for 26 April 2022	250.00	250.00	275.00	no bid
			Delivery Term	2 calendar days after receipt of P.O.	2 calendar days after receipt of P.O.		
			Documentary Requirements:				
			Mayor's/ Business Permit	comply	comply	no submission	
			PhilGEPs Registration Classification	Red	Red	Platinum	
			PhilGEPs Registration Number	140531	286488	56943	
			Omnibus Sworn Statement (for ABCs above Php 50,000)				

Mode of Procurement: NP - Small Value Procurement
PhilGEPs Reference No.: 8615442

Canvassed by:
Brian D. Lumague

RECOMMENDATION:

For items 1 & 2, **Joy Stick Catering Services** is the lowest calculated and responsive bidder.

Committee on Bids and Awards:

SANTOS JOSE O. DACANAY III
Chair

JOEL M. ADDAWE
Vice Chair

GRAZIELLE K. MICKLAY
Member

CECILIA FE S.M. ABALOS
Member

GLORIA Q. RODRIGUERA
Member

Action of Head of the Procuring Entity: **APPROVED**

CORAZON L. ABANSI
Chancellor