



LETTER ORDER No. : LO25-00010

SWG CATERING SERVICE

58-F Kamias Road, Quezon City

Date : February 26, 2025

Bidding No.: GSD-007-25

Date of Opening: February 21, 2025

Please deliver the article(s)/product(s)/supplies/materials listed below priced in accordance with your Quotation No. _____ dated _____ subject to the Terms and Conditions enumerated below.

ITEM	QTY	UNIT	ARTICLES/DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	1	lot	Catering Service * PR25-0140 * for MSD * GSDPC-004-25 * For 225pax on February 27-28, 2025 ----- - Subject to Expanded Withholding Tax, Creditable Withholding Tax and Other Percentage Taxes Reference: RA 10963, RA 9337, Revenue Regulation Nos. 13-18, 11-18, 16-05, 14-02, 12-01 and 2-98.	270,000.00	270,000.00

Price Validity: **0** Calendar Days Total Amount: **Php 270,000.00**

Place of Delivery : College of Architecture, University of the Philippines, Diliman Quezon City.	Delivery Instruction : On 27-28 February 2025
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Certified Correct:
 Signature Redacted
ABIGAIL ANN O. ALICDAN-ESPERE
 OIC, GSD Date 2/26/25

FUNDS AVAILABLE **Php 270,000.00** Signature Redacted
LADY LOU A. GIMENO
 Chief Accountant 2/26/2025

APPROVED BY: Signature Redacted
PHILIP JOSEF T. VERA CRUZ
 DEV V Date 2/26/25

Supplier Signature Redacted
GERARDO FRANCIS OSMENA
 Signature Over name in print Date Received FEBRUARY 26 2025



NOTICE TO PROCEED

GERARD FRANCIS CORDERO
Authorized Representative
SWG CATERING SERVICE
 58-F Kamias Road, Quezon City

Dear **MR. CORDERO:**

The attached Letter Order having been approved, notice is hereby given to **SWG CATERING SERVICE** that performance on **Procurement for the Catering Services for the Procurement Service – Department of Budget and Management (PS-DBM)** under **GSD-007-25 (SVP)** shall commence effective on the date of receipt of this Notice:

LOT	QTY / UOM	ITEM DESCRIPTION	TOTAL CONTRACT PRICE
1	1 lot	Catering Service	₱270,000.00
Amount in words: Two Hundred Seventy Thousand Pesos and 0/100			

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions provided in the Letter Order/Contract and in accordance with the Delivery Schedule.

Please acknowledge receipt of this notice by signing on the space provided below.

Very truly yours,

Signature Redacted

OMAR O. BERNAL
Division Chief, Marketing Sales and Division

Date of receipt of this Notice: FEBRUARY 26 2025

Name of Authorized Representative: GERARD FRANCIS CORDERO

Signature of Authorized Representative: **Signature Redacted**