

**NOTICE OF AWARD**

September 29, 2017

**MS. MA. RITA TERESITA S. JINGCO**

Manager  
Otel Wall Street/REDD Manor  
Olongapo-Gapan Road,  
City of San Fernando, Pampanga

Dear **Ms. Ma. R.T S. Jingco**:

We are pleased to notify you that your proposal dated September 27, 2017 for the **Lease of Venue, Meals and Accommodation** relative to the conduct of seminar on "**5S of Housekeeping**" on October 10-11, 2017 amounting to **One Hundred Eight Thousand Pesos (PhP 108,000.00)** only is hereby accepted.

In this regard, please submit to this Office within ten (10) days the original or issuing agency's certified true copy of the following :

1. Mayor's/Business Permit;
2. PhilGeps Registration; and
3. Income/Business Tax Return
4. Omnibus Sworn Statement.

Failure to provide the above requirements shall constitute a sufficient ground for cancellation of the award.

Thank you.

Very truly yours,



**LOPE O. CARIÑO, JR.**  
OIC, Regional Director



Conforme:

*for: [Signature]*  
**MS. MA. RITA TERESITA S. JINGCO**  
Manager

Date: Oct 02, 2017