

PHILIPPINE AMUSEMENT AND GAMING CORPORATION
PAGCOR House, 1330 Roxas Boulevard, Ermita, Metro Manila

PROCUREMENT DEPARTMENT

MEMORANDUM

July 11, 2014

FOR : THE ASSISTANT VICE PRESIDENT
Procurement Department

FROM : THE ACTING ASSISTANT MANAGER
PURCHASING UNIT, PD

SUBJECT : CANCELLATION OF LOT 4 OF ITB NO. COR 14-00091 FOR THE
SUPPLY AND DELIVERY OF FOUR (4) LOTS FOODS AND BEVERAGES
FOR HSD MEETINGS FOR THE MONTHS OF JULY, AUGUST AND
SEPTEMBER 2014

I. BACKGROUND

This refers to the Negotiated Procurement (Small Value) of **LOT 4** for the **Supply and Delivery of Four (4) Lots Foods and Beverages for HSD Meetings for the months of July, August and September 2014** under ITB No. **COR 14-00091**.

The budget for **LOT 4** amounting **Forty Five Thousand Pesos (Php 45,000.00)** with Budget Authorization Number (BAN) 14050559 was approved by the Accounting Department (AD).

The Requisition Voucher (RV) No. 81657 dated June 4, 2014 was received by the Purchasing Unit (PU) on June 23, 2014.

The AVP of the Procurement Department approved the posting of ITB No. COR 14-00091 from June 25, 2014 to July 3, 2014.

The End-user (Health Services Department), in its memorandum dated July 3, 2014 requested the cancellation of the said project due to the change in venue and meal distribution for all attendees in the different Casino Filipino branches.

II. RECOMMENDATION

In view of the foregoing, the Purchasing Unit respectfully recommends to the Assistant Vice-President of Procurement Department the **Cancellation of Lot 4** of the **Supply and Delivery of Four (4) Lots Foods and Beverages for HSD Meetings for the months of July, August and September 2014** under ITB No. **COR 14-00091** in the total amount of **Forty Five Thousand Pesos (Php 45,000.00)**.

Thank you.


MARJORIE F. SUAREZ

APPROVED BY:


7/11
MA. REINA G. CARREON
Assistant Vice President