



December 2, 2021

**TO ALL CONCERNED END-USER**  
LGU-Virac, Catanduanes

Gentlemen/Ladies:

May we respectfully invite you or your authorized representative to witness the Procurement of LGU Virac on the date and contracts hereunder enumerated, as follows:

**1. Opening of Canvass / December 6, 2021 (Monday/9:00 AM)**

No.	Program of Work/ Purchase Request	Particulars	Approved Budget for the Contract (ABC)	END USER
<b>Goods:</b>				
1.	101-2021-11-684	Catering Services	Php47,250.00	MO-SWM
2.	101-2021-11-686	Accountable Forms	Php37,430.00	MTO
3.	101-2021-11-690	Catering Services	Php48,000.00	MSWDO
4.	101-2021-11-691	Services for Installation of Server Operating System	Php5,000.00	MASSO
5.	101-2021-11-665 & 101- 2021-11-666	Printing Perfect Bound Book Type Tourism Code full colors cover	Php199,500.00	MO-TOURISM

**2. Other Matters**

For your information and guidance, thank you.

Very truly yours,

  
**RICHELDA V. ARGUELLES**  
Administrative Officer IV  
Head, BAC Secretariat

NOTED:

  
**HENRY M. QUINONES**  
Municipal Budget Officer  
BAC Chairman

OFFICE OF THE MDPE

**RECEIVED**

DEC 02 2021

1:23 pm

