



Republic of the Philippines  
**Tourism Infrastructure & Enterprise Zone Authority**

**MEMORANDUM**

**TO :** The MANAGER  
General Services Division

**FROM :** The MANAGER  
Operations Department

**RE :** *Request for the Cancellation of Purchase Request*

**DATE :** July 7, 2021

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Last year, we prepared Purchase Request (PR) No. 20-08-0226 dated July 02, 2020 for the procurement of security services for Region 7 TIEZA Assets (Balicasag Island Dive Resort & Cebu Properties) for 1 year. However, the procurement did not materialized due to several failure of biddings.

This year another Purchase Request was prepared for the same purpose. The previous PR could not be used as result of changes in the rates per security guards thus it is no longer responsive to the total cost.

In this regard, request for the cancellation of the Purchase Request No. 20-08-0226 and numbering of the attached PR dated June 09, 2021.

**Atty. MARIA TERESA C. ALVAREZ**



**TOURISM  
INFRASTRUCTURE AND  
ENTERPRISE  
ZONE  
AUTHORITY**

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**MEMORANDUM**

**TO :** The MANAGER  
Financial Services Department

**FROM :** The MANAGER  
Operations Department

**RE :** Request for the Preparation of Certificate of Availability of Funds

**DATE :** June 29, 2021

Relative to the previously issued Certificate of Availability of funds (original copy attached for cancellation), request for the issuance of a new Certificate of Availability of Funds (CAF) for the Procurement of Security Services for Region 7 TIEZA Assets for twelve (12) months:

<b>TIEZA Property</b>	<b>September 1 – December 31, 2021</b>	<b>January 1 – August 31, 2022</b>	<b>TOTAL AMOUNT (for twelve months)</b>
Balicasag Island Dive Resort	292,733.33	585,466.67	878,200.00
Kang-Irag Property	662,666.67	1,325,333.33	1,988,000.00
Moalboal Property	220,033.33	440,066.67	660,100.00
Argao Beach Club/Airstrip & Dalaguete Beach Park	660,033.33	1,320,066.67	1,980,100.00
Maomawan Property	498,066.67	996,133.33	1,494,200.00
TIEZA Mandaue Office (Cebu Field Office)	249,033.33	498,066.67	747,100.00
<b>Grand Total</b>	<b>P 2,582,566.67</b>	<b>P 5,165,133.33</b>	<b>P7,747,700.00</b>

Your immediate attention will be highly appreciated.

  
Atty. **MARIA TERESA C. ALVAREZ**



Republic of the Philippines  
**Tourism Infrastructure & Enterprise Zone Authority**

## PURCHASE REQUEST


Department: Operations Department

P.R. No.:

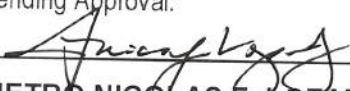
Division:


Date:

June 09, 2021

Stock No.	Unit	Item Description	Quantity	Estimated Unit Cost	Estimated Total Cost
		Procurement of Security Services for Region 7 TIEZA Assests for Twelve (12) Months Balicasag Island Dive Resort Kang - Irag Property Moalboal Property Argao Beach Club/Airstip & Dalaguete Beach Park Maomawan Property Cebu Field Office (TIEZA Mandaue Property) *****NOTHING FOLLOWS*****	4 Guards 8 Guards 3 Guards 9 Guards 6 Guards 3 Guards		878,200.00 1,988,000.00 660,100.00 1,980,100.00 1,494,200.00 747,100.00
Requested by:  <b>ATTY. MARIA TERESA C. ALVAREZ</b> Manager, Operations Department			Total 33 Guards		7,747,700.00

**Purpose:** For Balicasag Island Dive Resort and Cebu Properties

Recommending Approval:  
Signature:   
Printed Name: **JETRO NICOLAS F. LOZADA**  
Designation: **ACOO - Assets Management Sector**

Approved By:  
  
**MARK T. LAPID**  
Chief Operating Officer



Republic of the Philippines  
**Tourism Infrastructure and Enterprise Zone Authority**

**PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) 2021  
For the Calendar Year 2021**

Head Office/Unit Operations Dept. Region 7 TIEZA Assets - Balicasag Island Dive Resort & Cebu Properties  
Assigned to III /A Non-Operating Properties, Balicasag Island Dive Resort & Cebu Field Office's budget  
Projects, Programs and Activities (PAPs)

Code	General Description	Total Quantity	Unit of Measure	Unit Cost	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities											
							Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	<b>Security Services for twelve (12) Months for Region 7 TIEZA Assets</b>	<b>33</b>	<b>Guards</b>			Contract												
	Balicasag Island Dive Resort	4	Guards		292,733.33													
	Kang - Irag Property	8	Guards		662,666.67													
	Moalboal Property	3	Guards		220,033.33													
	Argao Beach Club/Airstip & Dalaguete Beach	9	Guards		660,033.33													
	Maomawan Property	6	Guards		498,066.67													
	Cebu Field Office (TIEZA Mandaue Property)	3	Guards		249,033.33													
	*****Nothing Follows*****																	
					2,582,566.67													

Prepared by:

*Maria Teresa C. Alvarez*

Atty. MARIA TERESA C. ALVAREZ  
Manager - Operations Department

Recommending Approval

*Jetro Nicolas F. Ozada*

JETRO NICOLAS F. OZADA  
ACOO - Assets Management Sector

Approved by:

MARK T. LAPID

Chief Operating Officer