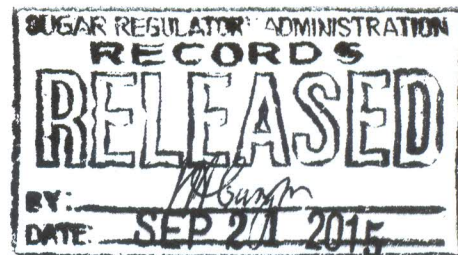




Republic of the Philippines
Department of Agriculture
SUGAR REGULATORY ADMINISTRATION
Sugar Center Bldg., North Ave., Diliman, Quezon City
Philippines 1101
TIN 000-784-336



MEMO-REG-OTM-2015-Sep-017

September 17, 2015

CIRCULAR LETTER NO. 2

Series of 2015-2016

To : Sugar Mills/Planters Association/Federations
SRA Regulation Officers

Subject : **Monitoring of Bid Results of Sugar and Molasses**

Pursuant to BIR Revenue Regulation No. 7-2015 and as a result of the BIR-SRA meeting last August 28, 2015, it is hereby required that:

1. Sugar Mills, Planters Association or federations holding the bidding of sugar and molasses shall submit to SRA a copy of the official tabulation of bids duly signed by the person calling out the bids and the Administering Officer.
2. The tabulation shall include among others:
 - a. Mill source of sugar and molasses;
 - b. Place and date of bidding;
 - c. Volume of Sugar/Molasses bid by Crop Year
 - d. Bid Price per Bidder
 - e. Encircled winning bid.
3. The results shall be submitted to SRA, Quezon City or Bacolod City Offices via fax, email or thru the respective Regulation Officers within the Milling District, not later than Friday following the bidding.
4. Advance results shall be made available to the Regulation Officer assigned in the area right after the conduct of bidding and the latter shall forward immediately the report to the designated Area Offices via text messages, fax or email whichever is the fastest.
5. In the event that there are no bids, failure of bidding, etc., this shall be reported to SRA using the tabulation form (referred to in item 1). Further, the administering Officer shall inform the SRA the contracted, negotiated or prevailing price in the area in a particular week, if any of the situations mentioned above, occur.

Please be guided accordingly.


MA. REGINA BAUTISTA-MARTIN
Administrator

