

# NOTICE OF AWARD

June 21, 2022

**MS. ALMIRA JEAN P. JOLDANERO**  
Authorized Representative  
SEASONS HOTELS CONVENTION CENTER  
San Roque, San Jose, Occidental Mindoro

Dear Ms. Joldanero:

We are pleased to inform you that the RFQ No. 2022-05-0573 for "Board and Lodging in the conduct of Capability Building in Establishing Core Group Leaders as Community Facilitators in Sablayan, Occidental Mindoro" is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to Seventy Nine Thousand Two Hundred Pesos Only (Php 79,200.00).

You are therefore required to comply with the Terms and Conditions stated in the PO No. 2022-06-0500 from the receipt of this Notice of Award.

Please signify your conformity by signing below and transmitting a signed copy to us.

Very truly yours,

**FERNANDO R. DE VILLA JR., CESO III**  
Regional Director  
Head of the Procuring Entity

Conforme:

\_\_\_\_\_  
(Signature over Printed Name of Bidder's Authorized Representative)

**SEASONS HOTELS CONVENTION CENTER**

Date : \_\_\_\_\_

**PURCHASE ORDER**  
**DSWD MIMAROPA Region**  
 Entity Name



Supplier: **SEASONS HOTEL AND CONVENTION CENTER**  
 Address: San Roque, San Jose, Occidental Mindoro  
 TIN:

P.O. No.: 2022-06-0500  
 Date: June 21, 2022  
 Mode of Procurement: NP-LOV

Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: Sablayan, Occidental Mindoro  
 Date of Delivery: July 5-8, 2022  
 Delivery Term: FOB Destination  
 Payment Term: 15-30 days upon final inspection

Stock/Property	Unit	Description	Quantity	Unit Cost	Amount
1	pac	<b>Board and Lodging for 3 days</b> <b>CAPABILITY BUILDING IN ESTABLISHING CORE GROUP LEADERS AS COMMUNITY FACILITATORS (FACE TO FACE)</b> Preferred Venue: Sablayan, Occidental Mindoro Date of Activity: July 5-8, 2022 No. of Nights: 3 nights Check In Date and Time: July 5, 2022, 12nn Tuesday Check Out Date and Time: July 8, 2022, 12nn Friday Room Sharing: Airconditioned Room, Twin/Triple Sharing with individual bed per pax and complete toiletries (may be subjected to LGUs existing guidelines on COVID 19 Health and Protocols) Meal Schedule: Breakfast (6am), AM Snack (10am), Lunch (12nn), PM Snack (3pm) and Dinner (6pm) July 5, 2022: Lunch, Pm Snack and Dinner July 6, 2022: Breakfast, Am Snack, Lunch, Pm Snack and Dinner July 7, 2022: Breakfast, Am Snack, Lunch, Pm Snack and Dinner July 8, 2022: Breakfast and Am Snack Type of Food Serving: Managed Buffet Breakfast, Lunch and Dinner Plated Snacks Menu Selection: Hotel to submit menu (minimum of rice, 2 viands, 1 vegetable, side dish, soup, dessert, drinks) No repeating meal per menu *****NOTHING FOLLOWS***** page 1 of 2 Approved Budget for the Contract: Php90,000.00 PR No. 2022-05-0573 Purpose: Board and Lodging in the conduct of Capability Building in Establishing Core Group Leaders as Community Facilitators in Sablayan, Occidental Mindoro Prepared by: Emma Joy C. Nolasco	15	900.00	40,500.00
			13	680.00	10,200.00
			13	800.00	12,000.00
			13	800.00	12,000.00
			13	300.00	4,500.00
			15	900.00	40,500.00

RECEIVED BY: [Signature]  
 COMMISSION ON AUDIT  
 JUL 2022

(Total Amount in Words) SEVENTY NINE THOUSAND TWO HUNDRED PESOS ONLY 79,200.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered items/

Conforme:

Signature over Printed Name of Supplier  
 Signature over Printed Name of Authorized Official  
 FERNANDO R. DE VILLA, JR., CESO III  
 Regional Director

Date

Fund Cluster : 01-101  
 Funds Available : 79,200.00  
 Signature over Printed Name of Administrative Officer IV / OIC-Section Head,  
 DANILYN T. GABAN  
 Accounting Section  
 ORS/BURS No. : 2022-06-299  
 Date of the ORS/BURS : 6/22  
 Amount : 79,200.00

**PURCHASE ORDER**  
DSWD MIMAROPA Region



Supplier: SEASONS HOTEL AND CONVENTION CENTER  
Address: San Roque, San Jose, Occidental Mindoro

P.O. No.: 2022-06-0500  
Date: June 21, 2022  
Mode of Procurement: NP-LOV

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Stock/Property	Unit	Description	Quantity	Unit Cost	Amount
		<p><b>Inclusion:</b></p> <p>Use of Airconditioned Conference Room (can accommodate 15 pax and free from noise which is detrimental to the event)</p> <p>Free flowing coffee, drinking water and candies</p> <p>No obstructing pillars in the conference room</p> <p>Availability of electric outlets and free use of extension cords</p> <p>With audio system and at least 3 microphones</p> <p>Use of projector and whiteboards</p> <p>With Free Strong WIFI Connections</p> <p>Use of parking space</p> <p>Facilities must be PWD and Senior Citizen Friendly</p> <p>Must be structurally sound, have fire escapes and firefighting equipments and CCTV</p> <p>Food to be served should have vegetables and fruits and can adjust for Muslim and non pork eaters</p> <p>One (1) Complimentary Room for the Secretariat</p> <p>Use of facilities and amenities (if applicable)</p> <p>NOTE: Hotel/Restaurants/Resorts should not be offering short term lodging associated with motel and should not be situated beside or across gambling establishment shops, night clubs, funeral parlors, mortuaries and other similar like</p> <p>*****NOTHING FOLLOWS*****</p> <p align="center">page 2 of 2</p> <p>Approved Budget for the Contract: Php90,000.00 PR No. 2022-05-0573</p> <p>Purpose: Board and Lodging in the conduct of Capability Building in Establishing Core Group Leaders as Community Facilitators in Sablayan, Occidental Mindoro</p> <p>Prepared by: Emma Joy C. Nolasco</p>			

(Total Amount in Words) SEVENTY NINE THOUSAND TWO HUNDRED PESOS ONLY 79,200.00

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Signature over Printed Name of Supplier \_\_\_\_\_

Date \_\_\_\_\_

Signature over Printed Name of Authorized Official  
**FERNANDO R. DE VILLA, JR., CESO III**  
Regional Director

Very truly yours,

Fund Cluster : 01-101  
Funds Available : 79,200.00

**DANILYN T. GALAN**  
Signature over Printed Name of Administrative Officer IV / OIC-Section Head,  
Accounting Section

ORS/BURS No.: 2022-06-2099  
Date of the ORS/BURS: 6/22/22  
Amount : 79,200.00