



**PURCHASE ORDER**  
DSWD MIMAROPA Region  
Entity Name

|  |                                     |
|--|-------------------------------------|
| Supplier : <b>SUNSTAR GRAND HOTEL INC.</b>               | P.O. No. : <b>2022-08-0780</b>      |
| Address : <b>NO.665-667 QUEZON BLVD., QUIAPO, MANILA</b> | Date : <b>August 2, 2022</b>        |
| TIN : <b>008-678-302-000</b>                             | Mode of Procurement : <b>NP-LOV</b> |

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

|  |  |
|--|--|
| Place of Delivery : <b>SUNSTAR GRAND HOTEL INC. (NO. 665-667 QUEZON BLVD., QUIAPO, MANILA)</b> | Delivery Term : <b>FOB Destination</b>                 |
| Date of Delivery : <b>OCTOBER 25-28, 2022</b>  | Payment Term : <b>15-30 days upon final inspection</b> |

| Stock/Property No. | Unit | Description  | Quantity | Unit Cost | Amount     |
|--------------------|------|--|----------|-----------|------------|
| 1                  | pax  | <p align="center"><b>BOARD AND LODGING (4 DAYS/3 NIGHTS)</b></p> <p align="center"><b>CONDUCT OF NUTRITION CASE MANAGEMENT TRAINING</b></p> <p>VENUE: SUNSTAR GRAND HOTEL INC. (NO. 665-667 QUEZON BLVD., QUIAPO, MANILA)<br/>DATE OF ACTIVITY: OCTOBER 25-28, 2022<br/>Guaranteed Pax: 60 Pax</p> <p>Room Sharing: Air-conditioned Room, TWIN Sharing with Individual Bed per Pax and Free Toiletries (With the IATF and DOT Guidelines for the Minimum Health Standard)</p> <p>Check-In Date and Time: OCTOBER 25, 2022 / 2:00 pm<br/>Check-Out Date and Time: OCTOBER 28, 2022 / 12:00 nn</p> <p><b>MEALS SCHEDULE:</b><br/>OCTOBER 25, 2022: Lunch, PM Snack and Dinner 700<br/>OCTOBER 26-27, 2022: Breakfast, AM Snack, Lunch, PM Snack and Dinner 1,100<br/>OCTOBER 28, 2022: Breakfast and AM Snack 400</p> <p><b>Type of Serving:</b><br/>*Managed Buffet for Breakfast (6:00 am), Lunch (12:00 nn) and Dinner (6:00 pm)<br/>*Plated Snacks (AM Snack-9:00 am and PM Snack-3:00 pm)</p> <p><b>Menu Selection:</b><br/>*Hotel to submit Menu (Minimum of atleast 2 Viands, Soup, Desserts and Beverages)<br/>*Hotel will submit proposed menu of the day one (1) week before the training schedule<br/>*No repeating meal per menu<br/>*Food to be served should have vegetables and fruits and can adjust for Muslim and non pork eaters</p> <p><b>INCLUSIONS:</b><br/>*Structurally sound and safety for occupancy with enough Fire Escapes, Fire Fighting Equipments, CCTV, Elevators and Stairs<br/>*Facilities must be PWD and Senior Citizen Friendly<br/>*Air-Conditioned Guest Rooms with Cable TV</p> | 65       | 1,900.00  | 370,500.00 |

COMPLY

**COMMISSION ON AUDIT RECEIVED BY: [Signature] DATE: 15 NOV 2022**

|             |           |                |
|-------------|-----------|----------------|
| Page 1 of 2 | Sub-Total | PHP 370,500.00 |
|-------------|-----------|----------------|

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 item/s.

Conforme:

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

\_\_\_\_\_  
Date

Very truly yours,

*[Signature]*  
**LEONARDO C. REYNOSO, CESO III**  
Signature over Printed Name of Authorized Official

Regional Director  
Designation *[Signature]*

Fund Cluster : 101  
Funds Available : ₱ 370,500.00

*[Signature]*  
**DANILYN T. GALAN**  
Signature over Printed Name of AO IV/OIC - Head, Accounting Section

ORS/BURS No. : 02-10101-22-08-5672  
Date of the ORS/BURS : 8/3/2022  
Amount : ₱ 370,500.00



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

|  |                                     |
|--|-------------------------------------|
| Supplier : <b>SUNSTAR GRAND HOTEL INC.</b>               | P.O. No. : <b>2022-08-0780</b>      |
| Address : <b>NO.665-667 QUEZON BLVD., QUIAPO, MANILA</b> | Date : <b>August 2, 2022</b>        |
| TIN : <b>008-678-302-000</b>                             | Mode of Procurement : <b>NP-LOV</b> |

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

|  |  |
|--|--|
| Place of Delivery : <b>SUNSTAR GRAND HOTEL INC. (NO. 665-667 QUEZON BLVD., QUIAPO, MANILA)</b> | Delivery Term : <u>FOB Destination</u>                 |
| Date of Delivery : <b>OCTOBER 25-28, 2022</b>  | Payment Term : <u>15-30 days upon final inspection</u> |

| Stock/Property No. | Unit | Description   | Quantity | Unit Cost | Amount |
|--------------------|------|---|----------|-----------|--------|
|                    |      | <p>*Free-Use of Fully Air-Conditioned Session Hall/Conference Room, spacious for activities and can accommodate 70 participants or more for physical distancing in compliance with Covid-19</p> <p>*No Obstructing Pillars in the Conference Room</p> <p>*The Session Hall/Conference Room is free from noise/which is detrimental to the event/meeting</p> <p>*With Registration Area and Free Use of Parking Area</p> <p>*Free use of Telephone Line, Projector with Screen, Sound System with 4 Microphones, Electric Outlets, Extension Cords, Whiteboard and Whiteboard Marker and Eraser, and other Amenities</p> <p>*Free WI-Fi access for both guest and function rooms</p> <p>*Atleast One (1) Hotel Staff/Attendant available at any given time during the session to assist the Secretariat in Logistical concerns and act as marshall to remind the hotel health protocols</p> <p>*Free use of facilities/amenities (if applicable)</p> <p>*FREE Stage Backdrop and Welcome Tarpaulin</p> <p>*FREE Flowing of Coffee/Infused Water</p> <p><b>NOTE:</b></p> <p>Hotel/Restaurants/Resort should not be offering short term lodging associated with motel and shoould not be situated beside or across gambling establishment shops, night clubs, funeral parlors, mortuaries and other similar like</p> <p align="center">*****Nothing Follows*****</p> <p><b>Rating Factors:</b><br/> Passing Rate = 85%</p> <p>Page 2 of 2</p> <p>PR No.: 2022-07-0734<br/> Approved Budget for the Contract: Php390,000.00<br/> <b>Purpose:</b> BOARD AND LODGING FOR THE CONDUCT OF NUTRITION CASE MANAGEMENT TRAINING ON OCTOBER 25-28, 2022<br/> Prepared by: Lorie Licop</p> |          | COMPLY    |        |

|                         |                                       |                |
|-------------------------|---------------------------------------|----------------|
| (Total Amount in Words) | Two Hundred Forty Thousand Pesos Only | PHP 370,500.00 |
|-------------------------|---------------------------------------|----------------|

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 item/s.

|   |   |
|---|---|
| <p>Conforme:</p> <p align="center">_____<br/> Signature over Printed Name of Supplier</p> <p align="center">_____<br/> Date</p> | <p>Very truly yours,</p> <p align="center"><i>Leonardo C. Reynoso</i><br/> <b>LEONARDO C. REYNOSO, CESO III</b><br/> Signature over Printed Name of Authorized Official</p> <p align="center">Regional Director<br/> Designation </p> |
|---|---|

|  |   |
|--|---|
| Fund Cluster : 101<br>Funds Available : ₱ 370,500.00<br><p align="center"><i>Danilyn T. Galan</i><br/> <b>DANILYN T. GALAN</b><br/> Signature over Printed Name of AO IV/ OIC - Head, Accounting Section</p> | ORS/BURS No. : <u>02-101101-22-08-9672</u><br>Date of the ORS/BURS: <u>8/3/2022</u><br>Amount : <u>₱ 370,500.00</u> |
|--|---|



## NOTICE OF AWARD

August 2, 2022

**NIKKA P. GAÑAC**

Authorized Representative  
SUNSTAR GRAND HOTEL INC.  
No. 665-667 Quezon Blvd., Quiapo, Manila

Dear **Ms. Gañac**:

We are pleased to inform you that the RFQ No. 2022-07-0734 for "**Board and Lodging for the conduct of Nutrition Case Management Training on October 25-28, 2022**" is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **Three Hundred Seventy Thousand Five Hundred Pesos Only (Php 370,500.00)**


You are therefore required to comply with the Terms and Conditions stated in PO No. 2022-08-0780 from the receipt of this Notice of Award.

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

Author

Very truly yours,



**LEONARDO C. REYNOSO, CESO III**  
Regional Director  
Head of the Procuring Entity 

**Conforme:**

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

**SUNSTAR GRAND HOTEL INC.**

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