



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name


Supplier : HOTEL MARINDUQUE Address : <u>Isok I. Boac, Marinduque</u> TIN : 474-972-174-000	P.O. No. : 2022-08-0820 Date : August 09, 2022 Mode of Procurement : LOV
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Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : Marinduque Date of Delivery : August 17-19, 2022	Delivery Term : <u>FOB Destination</u> Payment Term : <u>15-30 days upon final inspection</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	Board and Lodging for 2 days 2022 Local Social Welfare and Development Office (LSWDO) Conference Venue: Marinduque Date: August 17-19, 2022 Check in: August 17, 2022 / 2:00 PM Check out: August 19, 2022 / 12:00 NN Room sharing: 2-3 occupancy per room and has bed per pax with free toiletries and should follow IATF guidelines and protocols Meal schedule August 17: PM snack, Dinner August 18- Breakfast, AM snack, Lunch, PM snack, and Dinner August 19- Breakfast, AM snack, Lunch Type & Time of serving: <u>Managed Buffet Meals & Plated Snacks</u> Breakfast - 6:00 AM AM snack - 9:00 AM Lunch - 12:00 NN PM snack - 3:00 PM Dinner - 6:00 PM Menu selection: 1. Hotel to submit the Menu (minimum of atleast 2 viands, soup, dessert and beverages) 2. Hotel will submit proposed menu one week before the before the schedule 3. No repeating menu/meals Inclusions: Schedule of use of function room- August 17, 2022 - 12:00 pm to 6:00 pm August 18, 2022 - 7:00 am to 6:00 pm August 19, 2022 - 7:00 am to 12:00 pm <p align="center">***page 1 of 2***</p> Approved Budget Cost: Php 104,000.00 RFQ No.2022-07-0752 NP LOV Purpose:2022 Local Social Welfare and Development Office (LSWDO) Conference Prepared by: Cathy Victorio	26 22 guaranteed pax	2,000.00	104,000.00
				Sub total	104,000.00

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,  LEONARDO C. REYNOSO, CESO III Signature over Printed Name of Authorized Official _____ Regional Director
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Fund Cluster : 1 Funds Available : 104,000.00  DANILYN T. GALAN Signature over Printed Name of Chief Accountant/Head of Accounting AO IV, OIC-Accounting Section Head	ORS/BURS No. : <u>02-101101-22-08-385^b</u> Date of the ORS/BURS: <u>Aug. 11, 2022</u> Amount : <u>104,000.00</u>
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		Structurally sound and safety for occupancy with enough fire escapes, fire fighting equipments, CCTV, elevators end stairs Facilities must be PWD and Senior Citizen friendly Air conditioned venue with air humidifiers No obstructing pillars in the conference room The session hall/conference room is free from noise w/c is detrimental to the event/ meeting Free use of fine, projector w/ screen, speaker podium, sound system w/ 2 microphones, electric outlets, extension cords, whiteboard and whiteboard marker & eraser and other amenities Free WI-Fi access for both guest and function rooms Venue must have a large monitor TV screen / Projector for the conference call and other necessary materials / technology for conference call At least one (1) hotel staff/attendant available at any given time during the session to assist the secretariat in t logistical concerns At least one (1) hotel staff/attendant to act as marshal to remind the hotel health protocols Free complimentary room for the Regional Director and the Secretariat Preferably with available hotel mini bus/vehicle Hotel must be DOT Accredited If the total number of participants exceeds the guaranteed participants, the agency will be billed for the actual number Note: End -user shall inform the Service Provider one to two weeks before the activity. ***page 2 of 2*** ***nothing follows*** Approved Budget Cost: Php 104,000.00 RFQ No.2022-07-0752 NP LOV Purpose:2022 Local Social Welfare and Development Office (LSWDO) Conference Prepared by: Cathy Victorio			
				TOTAL	104,000.00

(Total Amount in Words) One Hundred Four Thousand Pesos Only

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

Very truly yours,
Leono
LEONARDO C. REYNOSO, CESO III
Signature over Printed Name of Authorized Official
Regional Director

_____ Date

Fund Cluster : **1**
Funds Available : 104,000.00

Danilyn T. Galan
DANILYN T. GALAN
Signature over Printed Name of Chief Accountant/Head of Accounting
AO IV, OIC-Accounting Section Head

ORS/BURS No. : 02-101101-22-08-0850
Date of the ORS/BURS: Aug 11, 2022
Amount : 104,000.00

DSWD

Department of Social Welfare and Development
MIMAROPA REGION

DSWD-GF-010 | REV 00 / 12 OCT 2021



NOTICE OF AWARD

August 9, 2022

QUEENIE QUINDOZA
Authorized Representative
HOTEL MARINDUQUE
Isok I, Boac, Marinduque

Dear Ms. Quindoza:

We are pleased to inform you that the RFQ No. 2022-07-0752 for the Board and Lodging of 2022 Local Social Welfare and Development Office (LSWDO) Conference is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to One Hundred Four Thousand Pesos Only (Php 104,000.00).

You are therefore required to comply with the Terms and Conditions stated in the PO No.2022-08-0820 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,

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

Conforme:

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

HOTEL MARINDUQUE

Date: _____

BAC RESOLUTION NO. 2022-0362

Series of 2022

BAC RESOLUTION RECOMMENDING NEGOTIATED PROCUREMENT-LEASE OF VENUE AS MODE OF PROCUREMENT 2022 LOCAL SOCIAL WELFARE AND DEVELOPMENT OFFICE (LSWDO) CONFERENCE AND RECOMMENDING AWARD

WHEREAS, on July 19, 2022, the Bids and Awards Committee thru its Secretariat received an approved Purchase Request for the Lease of Venue of **2022 Local Social Welfare and Development Office (LSWDO) Conference** on August 17-19, 2022 in Marinduque;

WHEREAS, the approved Budget for the Contract for the Lease of Venue is One Hundred Four Thousand Pesos Only (Php 104,000.00);

WHEREAS, the abovementioned request has been included in the Annual Procurement Plan for FY 2022;

WHEREAS, following the procurement modality, Negotiated Procurement- Lease of Venue (NP-LOV) as supplemented in the CY 2022 Annual Procurement Plan of the Region and pursuant to Annex H of the 2016 Implementing Rules and Regulations (IRR) of the Republic Act (RA) 9184 or the Government Procurement Reform Act, in NP-LOV, *"The BAC shall prepare and send the RFQs to at least three (3) suppliers, contractors or consultants of known qualifications. This, notwithstanding, those who responded through any of the required postings shall allowed to participate. Receipt of at least one (1) quotation is sufficient to proceed with the evaluation thereof;*

WHEREAS, the Procurement Section posted Request for Quotation (RFQ) in the Philippine Government Electronic Procurement System (PhilGEPS) website for five (5) days, starting on July 20, 2022 to July 15, 2022

WHEREAS, the Procurement Section conducted canvass by sending Request for Quotation to prospective service providers. The RFQ are hereto attached as Annex A and made an integral part hereof;

WHEREAS, within the set deadline, five (5) quotations were received by the BAC Secretariat. The quotation received is hereto attached, marked as Annex B and made an integral part hereof;

WHEREAS, Five service provider submitted their intent with the following results;

Service Provider	Total Quote	Remarks
TAHANAN SA ISOK (INN ISOK)	Php 114,000.00	ABOVE ABC
BALAR HOTEL AND SPA	Php 179,400.00	ABOVE ABC
CCAP MARINDUQUE HOTEL AND RESORT CORPORATION	Php 318,000.00	ABOVE ABC
HOTEL MARINDUQUE	Php 104,000.00	Within the ABC and Responsive Bidder compliant to the end-user requirements with the average rate of 90.23%

A&A BEACH RESORT / RESTAURANT & CATERING SERVICE		NOT AVAILABLE ON THE DATES.
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WHEREAS, a Table of Rating Factor was used as basis for criteria in selecting the right lease of venue;

WHEREAS, the lowest bidder, Hotel Marinduque was evaluated based on the Rating Factor and passed with the average rate of 90.23%;

WHEREAS, the Bids and Awards Committee have carefully checked and assessed the compliance of Hotel Marinduque based on the end user's requirements;

WHEREAS, Hotel Marinduque is responsive and compliant based on end user's requirements;

NOW, THEREFORE, in light of the foregoing considerations, **WE**, the Bids and Awards Committee, hereby **RESOLVE** as it hereby **RESOLVED**;

1. To recommend Negotiated Procurement- Lease of Venue as Mode of Procurement to the Head of the Procuring Entity (HOPE);
2. To recommend the approval of award to Hotel Marinduque, as the Lowest Calculated and Responsive Bid for the **2022 Local Social Welfare and Development Office (LSWDO) Conference** on August 17-19, 2022 in Marinduque amounting to One Hundred Four Thousand Pesos Only (Php 104,000.00);

RESOLVED, this 4th day of August 2022

JAMUEL P. BALBABOCO
BAC Member

IMEE C. VILLANUEVA
BAC Member

MARICEL DELA VEGA-URDAS
BAC Member

PATRICK G. JARMIN
Alternate BAC Member

KHEEN MICHAEL G. SE
Alternate BAC Member

MIRAMELINDA O. LEUTERIO
Alternate BAC Member

EDITHA B. OCAMPO
BAC Vice Chairperson

GENELIZA D. GABILAN
BAC Chairperson

Approved/Disapproved by:

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

Procurement Form No. 04 - B (Abstract of Canvass)
 REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
 ABSTRACT OF CANVASS

2022-07-0752

Purpose: 2022 Local Social Welfare and Development Office (LSWDO) Conference

Item No.	Qty	Unit	Purchaser's Requirements	TAHANAN SA ISOK (JIN ISOK)		BALAR HOTEL AND SPA		CCAP MARINDUQUE HOTEL AND RESORT CORPORATION		HOTEL MARINDUQUE		AKA BEACH RESORT / RESTAURANT & CATERING SERVICE	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	26	pax	Board and Lodging for 2 days 2022 Local Social Welfare and Development Office (LSWDO) Conference Venue: Marinduque Date: August 17-19, 2022 Check in: August 17, 2022 / 2:00 PM Check out: August 19, 2022 / 12:00 NN Room sharing: 2-3 occupancy per room and has bed per pax with free toiletries and should follow IATF guidelines and protocols	2,200.00	114,400.00	4,200.00	109,200.00			2,000.00	104,000.00		
			Meal schedule August 17 - PM snack, Dinner August 18 - Breakfast, AM snack, Lunch, PM snack, and Dinner August 19 - Breakfast, AM snack, Lunch			525.00	13,650.00						
			Type & Time of serving: Managed Buffet Meals & Plated Snacks Breakfast - 6:00 AM AM snack - 9:00 AM Lunch - 12:00 NN PM snack - 3:00 PM Dinner - 6:00 PM			1,250.00	32,500.00						
			Menu selection: 1. Hotel to submit the Menu (minimum of atleast 2 wands, soup, dessert and beverages) 2. Hotel will submit proposed menu one week before the before the schedule 3. No repeating menu/meals			925.00	24,050.00						
			Inclusions: Schedule of use of function room: August 17, 2022 - 12:00 pm to 6:00 pm August 18, 2022 - 7:00 am to 6:00 pm August 19, 2022 - 7:00 am to 12:00 pm ***page 1 of 2***					15,000.00					
			TOTAL		114,400.00		179,400.00		155,100.00		104,000.00		

Deliberated upon by the DSWD - BIDS COMMITTEE (DSWD-BAC) on 04 AUG 2022 and recommends to be awarded to HOTEL MARINDUQUE as the lowest calculated and respective bid.

JAMUEL P. BALBAROCO Member
 PATRICK G. JARMIN Alternate Member
 IMEE C. VILANUEVA Member
 KHEEN MICHAEL G. SE Alternate Member
 MARICEL F. DELA VEGA-URDAS Member
 MIRAMELINDA O. LEUTERIO Alternate Member

EDITHA B. OCAMPO Vice Chairperson
 GENELIZA O. SABILAN Chairperson

Approved by:
 LEONARDO C. REYNOSO, CESO III
 Regional Director

Procurement Form No. 04 - B (Abstract of Canvass)
 REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
 ABSTRACT OF CANVASS

2022-07-0752

Purpose: 2022 Local Social Welfare and Development Office (LSWDO) Conference

Item No.	Qty	Unit	Purchaser's Requirements	TAHANAN SA ISOK (INN ISOK)		BALAR HOTEL AND SPA		CCAP MARINDUQUE HOTEL AND RESORT CORPORATION		HOTEL MARINDUQUE	A&A BEACH RESORT / RESTAURANT & CATERING SERVICE	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost		Unit Cost	Total Cost
			Structurally sound and safety for occupancy with enough fire escapes, fire fighting equipments, CCTV, elevators and stairs.									
			Facilities must be PWD and Senior Citizen friendly									
			Air conditioned venue with air humidifiers									
			No obstructing pillars in the conference room									
			The session hall/conference room is free from noise w/c is detrimental to the event/meeting									
			Free use of fine, projector w/ screen, speaker podium, sound system w/ 2 microphones, electric outlets, extension cords, whiteboard and whiteboard marker & eraser and other amenities									
			Free Wi-Fi access for both guest and function rooms									
			Venue must have a large monitor TV screen / Projector for the conference call and other necessary materials / technology for conference call									
			At least one (1) hotel staff/attendant available at any given time during the session to assist the secretariat in logistical concerns									
			At least one (1) hotel staff/attendant to act as marshal to remind the hotel health protocols									
			Free complimentary room for the Regional Director and the Secretariat									
			Preferably with available hotel mini bus/vehicle									
			Hotel must be DOT Accredited									
			If the total number of participants exceeds the guaranteed participants, the agency will be billed for the actual number									
			Note: End -user shall inform the Service Provider one to two weeks before the activity.									
			*** page 2 of 2***									
			nothing follows									
			Approved Budget Cost: Php 104,000.00									
			TOTAL									
					114,400.00							
					TOTAL							
					179,406.00							
					TOTAL							
					155,100.00							
					TOTAL							
					TOTAL					104,000.00		
					TOTAL							

Deliberated upon by the DSWD - BIDS COMMITTEE (DSWD-BAC) on 07 AUG 2022 and recommends to be awarded to HOTEL MARINDUQUE at the lowest calculated and responsive bid

JAMUEL P. BALBABOCO
Member

IMEEC C. VILLANUEVA
Member

MARICEL F. DELA VEGA-URDAS
Member

EDITHA B. OCAMPO
Vice Chairperson

GENELIZA G. GABILAN
Chairperson

PATRICK G. JARMIN
Alternate Member

KHEEN MICHAEL G. SE
Alternate Member

MIRAMELINDA O. LEUTERIO
Alternate Member

Approved by:

LEONARDO C. REYNOSO, CESO III
Regional Director