



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier : **TANZA OASIS HOTEL & RESORT** P.O. No. : **2022-10-0947**
Address : **KM 41 Antero Soriano Hwy, Tanza, Cavite** Date : **October 04, 2022**
TIN : **235-804-637-000** Mode of Procurement : **NP-Low**

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



Place of Delivery : **CALABARZON** Delivery Term : **FOB Destination**
Date of Delivery : **November 23-25, 2022** Payment Term : **15-30 days upon final inspection**

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	Board and Lodging for 2 days Regional General Assembly and Employee Appreciation Activity Venue: CALABARZON Date: November 23-25, 2022 Check in: November 23, 2022 / 2:00 PM Check out: November 25, 2022 / 12:00 PM Room sharing: 2-3 occupancy per room and has bed per pax with free toiletries Meal schedule Nov 23: PM snack, Dinner Nov 24- Breakfast, AM snack, Lunch, PM snack, and Dinner Nov 25- Breakfast, AM snack, Lunch Type & Time of serving: <u>Managed Buffet Meals & Plated Snacks</u> Breakfast - 6:00 AM AM snack - 10:00 AM Lunch - 12:00 NN PM snack - 3:00 PM Dinner - 6:00 PM Menu selection: 1. Hotel to submit the Menu (atleast 3 viands, soup, dessert and beverages) Halal / No pork. 2. Hotel will submit proposed menu one week before the before the schedule 3. No repeating menu/meals 4. Food to be served should have vegetables and fruits Inclusions: Schedule of use of function room- November 23, 2022 - 1:00 pm to 7:00 pm November 24, 2022 - 7:30 am to 7:00 pm November 25, 2022 - 7:30 am to 11:00 pm 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 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 and follows the IATF MPHS Protocols 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. <p style="text-align: center;">***nothing follow**</p> Rating Factor Passing Rate: 85% TOTAL APPROVED BUDGET FOR THE CONTRACT: (Php 756,000.00) RFQ No. 2022-09-0913 NP- PURPOSE: Regional General Assembly and Employee Appreciation Activity Prepared by: Cathy Victorio	210 189 guaranteed pax	1,800.00 COMPLY	756,000.00
			TOTAL		756,000.00

(From Amount in Words) **Seven Hundred Fifty-Six 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: 
LEONARDO C. REYNOSO, CESO III
Signature over Printed Name of Authorized Official
Regional Director 

_____ Date

Fund Cluster : **1**
Funds Available : **756,000**


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

ORS/BURS No. : **2022-10-0947-001**
Date of the ORS/BURS : **10/04/22**
Amount : **756,000**

NOTICE OF AWARD

October 4, 2022

LARRY P. FRANCO
Authorized Representative
TANZA OASIS HOTEL & RESORT
KM 41 Antero Soriano Hwy, Tanza, Cavite

Dear Ms. Franco:

We are pleased to inform you that the RFQ No. 2022-09-0913 for the Board and Lodging of the Regional General Assembly and Employee Appreciation Activity is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to Seven Hundred Fifty-Six Thousand Pesos Only (Php 756,000.00).

You are therefore required to comply with the Terms and Conditions stated in the PO No.2022-10-0967 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)

TANZA OASIS HOTEL & RESORT

Date: _____

BAC RESOLUTION NO. 2022-0546

Series of 2022

BAC RESOLUTION RECOMMENDING NEGOTIATED PROCUREMENT-LEASE OF VENUE AS MODE OF PROCUREMENT FOR THE REGIONAL GENERAL ASSEMBLY AND EMPLOYEE APPRECIATION ACTIVITY AND RECOMMENDING AWARD

WHEREAS, on September 5, 2022, the Bids and Awards Committee thru its Secretariat received an approved Purchase Request for the Lease of Venue of the Regional General Assembly and Employee Appreciation Activity in CALABARZON;

WHEREAS, the approved Budget for the Contract for the Lease of Venue is Seven Hundred Fifty-Six Thousand Pesos Only (Php 756,000.00);

WHEREAS, the above mentioned request has been supplemented in the Annual Procurement Plan for FY 2022 as per attached Supplemental Project Procurement Management Plan;

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 six (6) days, starting on September 9, 2022 to September 13, 2022;

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

WHEREAS, within the set deadline, three (3) quotations were received by the BAC Secretariat. The quotations received are hereto attached, marked as Annex B and made an integral part hereof;

WHEREAS, a Table of Rating Factor with a passing rate of 85% was used as basis for criteria in selecting the right lease of venue;

WHEREAS, three service provider submitted their quotations with the following results;

Service Provider	Total Quote	Remarks
CALIRAYA RESORT CLUB, INC.	Php 755,580.00	Lowest Calculated Bid not compliant to end-user requirements with the rate of 82.38%.
TANZA OASIS HOTEL & RESORT	Php 756,000.00	Within Approved Budget Cost and compliant to end-user requirements with the rate of 93.52%.
CLUB BALAI ISABEL	Php 1,146,700.00	ABOVE ABC

WHEREAS, the lowest bidder Caliraya Resort Club, Inc. was evaluated based on the Rating Factor but failed to pass with the rate of 82.38%;

WHEREAS, the Bids and Awards Committee have carefully checked and assessed the compliance of the 2nd Lowest Calculated bidder Tanza Oasis Hotel & Resort based on the end user's requirements;

WHEREAS, Tanza Oasis Hotel & Resort 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 the Alternative Mode of Procurement Thru Negotiated Procurement- Lease of Venue to the Head of the Procuring Entity (HOPE);
2. To recommend the approval of award to Tanza Oasis Hotel & Resort, as the Most Compliant and Responsive Bidder for the Lease of Venue of the Regional General Assembly and Employee Appreciation Activity in CALABARZON in the amount of Seven Hundred Fifty-Six Thousand Pesos Only (Php 756,000.00);

RESOLVED, this 29th day of September 2022 at Manila, Philippines


JAMUEL P. BALBABOCO
BAC Member



IMEE C. VILLANUEVA
BAC Member

MARICEL DELA VEGA-URDAS
BAC Member

PATRICK G. JARMIN
Alternate BAC Member


KHEEN MICHAEL SE
Alternate BAC Member

MIRAMELINDA O. LEUTERIO
Alternate BAC Member


EDITHA B. OCAMPO
BAC Vice Chairperson

GENELIZA Q. GABILAN 
BAC Chairperson

() Approved () Disapproved


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

Purpose: Regional General Assembly and Employee Appreciation Activity

Item No.	Qty	Unit	Purchaser's Requirements	CALIRAYA RESORT CLUB, INC.		TANZA OASIS HOTEL & RESORT		CLUB BALAI ISABEL	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	210	pax	Board and Lodging for 2 days						
			189 guaranteed pax						
			Regional General Assembly and Employee Appreciation Activity						
			Venue: CALABARZON						
			Date: November 23-25, 2022						
			Check in: November 23, 2022 / 2:00 PM						
			Check out: November 25, 2022 / 12:00 PM						
			Room sharing: 2-3 occupancy per room and has bed per pax with free toiletries						
			Meal schedule						
			Nov 23: PM snack, Dinner						
			Nov 24: Breakfast, AM snack, Lunch, PM snack, and Dinner						
			Nov 25: Breakfast, AM snack, Lunch						
			Type & Time of serving: <u>Managed Buffet Meals & Plated Snacks</u>						
			Breakfast - 6:00 AM						
			Lunch - 12:00 NN						
			Dinner - 6:00 PM						
			Menu selection:						
			1. Hotel to submit the Menu (atleast 3 viands, soup, dessert and beverages) Halal / No pork.						
			2. Hotel will submit proposed menu one week before the before the schedule						
			3. No repeating menu/meals						
			4. Food to be served should have vegetables and fruits						
			Inclusions:						
			Schedule of use of function room-						
			November 23, 2022 - 1:00 pm to 7:00 pm						
			November 24, 2022 - 7:30 am to 7:00 pm						
			November 25, 2022 - 7:30 am to 11:00 pm						
			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						
			page 1 of 2						
			TOTAL APPROVED BUDGET FOR THE CONTRACT:						
			Seven Hundred Fifty-Six Thousand Pesos Only						
			(Php 756,000.00)						
			Sub total		755,580.00		1,800.00		756,000.00
			Sub total						1,146,700.00

Deliberated upon by the DSWD - BIDS COMMITTEE (DSWD-BAC) on 29 SEP 2022 and recommends to be awarded to TRIZA OASIS HOTEL & RESORT AS THE MOST RESPONSIVE BID.

JAMUEL P. BALABOCO
Member

MEE Q. VICANDEVA
Member

MARICEL F. DELA VEGA-URDAS
Member

EDITHA B. OCAMPO
Vice Chairperson

GENELIZA Q. 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

Purpose: Regional General Assembly and Employee Appreciation Activity

Item No.	Qty	Unit	Purchaser's Requirements	CALIRAYA RESORT CLUB, INC.		TANZA OASIS HOTEL & RESORT		CLUB BALAI ISABEL	
				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
			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						
			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 and follows the IATF MPHHS Protocols						
			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.						
			Rating Factor						
			I. Availability - 15%						
			II. Location and Site Condition						
			a. Accessibility - 5%						
			b. Parking space - 5%						
			c. Security - 5%						
			III. Neighborhood Data						
			a. Sanitation and Health Condition - 20%						
			b. Near Hospital, Police and Fire Station/ Establishment - 5%						
			IV. Functionality and Venue						
			a. Structural Conditions - 10%						
			b. Spacious and Airconditioned Function room and Bedrooms - 10%						
			c. Lighting and Ventilation - 10%						
			f. Adequate and Safe Facilities such Elevator, Fire exits, Escapes, and Equipments - 10%						
			g. Maintenance and Attractiveness - 5%						
			Passing Rate: 85%						
			page 2 of 2						
			nothing follows						
			TOTAL APPROVED BUDGET FOR THE CONTRACT:						
			Seven Hundred Fifty-Six Thousand Pesos Only						
			(Php 756,000.00)						
			TOTAL		756,000.00		756,000.00		1,146,700.00

Deliberated upon by the DSWD - BIDS COMMITTEE (DSWD-BAC) on 29 SEP 2022 and
 recommends to be awarded to TANZA OASIS HOTEL & RESORT at the lowest qualified most responsive bid.

[Signature]
JAMUEL P. BALBABOCO
 Member

[Signature]
IMEEC VIL LANUEVA
 Member

MARCEL F. DELA VEGA-URDAS
 Member

[Signature]
EDITHA B. OCAMPO
 Vice Chairperson

GENELIZA Q. GABILAN
 Chairperson

PATRICK G. JARMIN
 Alternate Member

KHEEN MICHAEL G. SE
 Alternate Member

MIRAMELINDA O. LEUTERIO
 Alternate Member

Approved by:

[Signature]
LEONARDO C. REYNOSO, CESO III
 Regional Director