



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier: RICHWORLD HOTEL AND RESORT CORP. (MAKATI PALACE HOTEL)	P.O. No.: 2023-03-0263
Address: No. 5011 P. Burgos cor. Caceres St., Makati City	Date: March 20, 2023
TIN: 224-425-070-000	Mode of Procurement: NP-LOV

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

Place of Delivery: RICHWORLD HOTEL AND RESORT CORP. (MAKATI PALACE HOTEL) at No. 5011 P. Burgos cor. Caceres St., Makati City	Delivery Term: FOB Destination
Date of Delivery: MARCH 28-31, 2023	Payment Term: 15-30 days upon final inspection


Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<p align="center">BOARD AND LODGING (4 DAYS/3 NIGHTS)</p> <p>Conduct of the Learning and Development Intervention on the Formulation of Local Social Welfare and Development Office (LSWDO) Vision, Mission, Goals, and Objectives with Writeshop on the Development of Operation's Manual</p> <p>GUARANTEED PAX: 35 Pax VENUE: RICHWORLD HOTEL AND RESORT CORP. (MAKATI PALACE HOTEL) No. 5011 P. Burgos cor. Caceres St., Makati City Date of Activity: MARCH 28-31, 2023</p> <p>Room Sharing: Air-conditioned Room, DOUBLE Sharing with INDIVIDUAL BED PER PAX and Bathrooms with Hot and Cold Showers with enough Toiletries (Towel, Toothpaste, Soap, and Shampoo) (With the IATF and DOT Guidelines for the Minimum Health Standards)</p> <p>Check-In Date and Time: MARCH 28, 2023 / 12:00 nn Check-Out Date and Time: MARCH 31, 2023 / 12:00 nn</p> <p>MEALS SCHEDULE: MARCH 28, 2023: Lunch, PM Snack, and Dinner MARCH 29-30, 2023: Breakfast, AM Snack, Lunch, PM Snack and Dinner MARCH 31, 2023: Breakfast and AM Snack</p> <p>Type of Serving: *Managed Buffet for Breakfast (6:00 am), Lunch (12:00 nn) and Dinner (6:00 pm) *Plated Snacks (AM Snack-9:00 am and PM Snack-2:30 pm)</p> <p>Menu Selection: *Hotel to submit Menu (Minimum of atleast 2 Viands, Soup, Desserts and Beverages) *Hotel will submit proposed menu of the day one (1) week before the training schedule. *No repeating meal per menu *Food to be served should have vegetables and fruits and can adjust for Muslim and non pork eaters</p> <p>TIME OF USE OF CONFERENCE ROOM/SESSION HALL from MARCH 28-31, 2023: 7:00 am - 6:00 pm</p> <p>INCLUSIONS: *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 *Air-Conditioned Guest Rooms with Cable TV *No Obstructing Pillars in the Conference Room *The Session Hall/Conference Room is free from noise/which is detrimental to the event/meeting *With Registration Area *Free-Use of Fully Air-Conditioned Session Hall/Conference Room, spacious for activities and can accommodate 40 participants or more for physical distancing in compliance with Covid-19 *Free use of Telephone Line, 2-Projectors with Screen, Sound System with 2-3 Microphones, Electric Outlets, Extension Cords, Whiteboard and Whiteboard Marker and Eraser, and other Amenities *Free Wi-Fi access for both guest and function rooms *FREE Use of Parking Space *Free Flowing of Coffee or Hot Chocolate/Drinking Water/Infused Water *At least 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 *FREE Tarpaulin or LED Backdrop *TABLE AND CHAIRS with Cloth, Classroom Type <p align="center">*****NOTHING FOLLOWS*****</p> <p>Rating Factors: Passing Rate: 90%</p> <p>RFQ No. 2023-03-0422 NP-LOV Approved Budget for the Contract: Two Hundred Ninety-Two Thousand Five Hundred Pesos Only (Php 292,500.00) PURPOSE: Board and Lodging in the conduct of the Learning and Development Intervention on the Formulation of Local Social Welfare and Development Office (LSWDO) Vision, Mission, Goals, and Objectives with Writeshop on the Development of Operation's Manual Prepared by: Lone Licop</p> </p>	39	2,300.00	269,100.00

COMPLY

(Total Amount in Words)	Two Hundred Sixty-Nine Thousand One Hundred Pesos Only	PHP 269,100.00
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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 _____

Very truly yours, 
LEONARDO C. REYNOSO, CESO III
Regional Director
Designation

Signature over Printed Name of Supplier _____
Date _____

Fund Cluster: 1 01	 DANILYN T. SALAN Signature over Printed Name of Accountant III / Head, Accounting Section	ORS/BURS No.: 02-1111-23-03-1721
Funds Available: 269,100.00		Date of the ORS/BURS: mar. 21, 2023 Amount: 269,100.00

NOTICE OF AWARD

March 17, 2023

ROSEWIN G. MODESTO

Authorized Representative

RICHWORLD HOTEL AND RESORT CORP. (MAKATI PALACE HOTEL)

No. 5011 P. Burgos cor. Caseres St., Makati City

Dear **Sir/Madam**:

We are pleased to inform you that the RFQ No. 2023-03-0422 for the “**Board and Lodging in the conduct of the Learning and Development Intervention on the Formulation of Local Social Welfare and Development Office (LSWDO) Vision, Mission, Goals, and Objectives with Writeshop on the Development of Operation's Manual**” is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **Two Hundred Sixty-Nine Thousand One Hundred Pesos Only (Php 269,100.00)**.

You are therefore required to comply with the Terms and Conditions stated in PO No. 2023-03-0263 from the receipt of this Notice of Award.

Please sign your conformity below and transmit 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)

RICHWORLD HOTEL AND RESORT CORP. (MAKATI PALACE HOTEL)

Date: _____