



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier: LUANA LIFESTYLE AND LEISURE HOTEL INC.	P.O. No.: 2023-06-0419
Address: KM 3 NORTH ROAD, BRGY. SAN MANUEL, PPC, PALAWAN	Date: May 2, 2023
TIN: 008-296-695-000	Mode of Procurement: NP-LOV

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

Place of Delivery: PALAWAN	Delivery Term: FOB Destination
Date of Delivery: MAY 15-19, 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 (5 DAYS/4 NIGHTS)</p> <p align="center">CONDUCT OF THE 2023 PLANNING OFFICER'S CONFERENCE</p> <p>GUARANTEED PAX: 86 Pax Venue: LUANA LIFESTYLE AND LEISURE HOTEL INC. at KM 3 NORTH ROAD, BRGY. SAN MANUEL, PPC, PALAWAN Date of Activity: MAY 15-19, 2023 Room Sharing: Air-conditioned Room, TWIN/TRIPLE Sharing with INDIVIDUAL BED PER PAX; Bathrooms with Hot and Cold Showers with enough Toiletries (Towel, Toothpaste, Soap, and Shampoo) (With the IATF and DOT Guidelines for the Minimum Health Standard) Check-In Date and Time: MAY 15, 2023 /12:00 nn Check-Out Date and Time: MAY 19, 2023 / 12:00 nn</p> <p>MEALS SCHEDULE: MAY 15, 2023: Lunch, PM Snack and Dinner MAY 16-18, 2023: Breakfast, AM Snack, Lunch, PM Snack and Dinner MAY 19, 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 at least 3 Viands (Pork, Fish, and Vegetable), Soup, Desserts, and Beverages (No Powdered Juice) *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 MAY 15-19, 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 100 participants or more for physical distancing in compliance with Covid-19 *FREE USE of 3-Projectors with 3-Screens, Sound System with 5 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 *Venue must be not narrowed or in small space and with enough social distancing for the participants *Venue must have a large Monitor TV Screen 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 and act as marshal to remind the hotel health protocols *Provision of Advance Room (Before Check-In) for the Secretariat Team *FREE COMPLIMENTARY ROOM for the Secretariat Team *Preferably with available hotel mini-bus/vehicle *Service Provided will be informed by the end-user one (1) to two (2) weeks before the exact date prior to the conduct of activity *The Secretariat will provide the final list of participants in the first (1st) day of activity *IF THE TOTAL NUMBER OF THE PARTICIPANTS EXCEEDS THE GUARANTEED PARTICIPANTS, THE AGENCY WILL BE BILLED FOR THE ACTUAL NUMBER <p align="center">*****NOTHING FOLLOWS*****</p> Rating Factors: Passing Rate: 85%</p> <p>RFQ No. 2023-04-0591 NP-LOV Approved Budget for the Contract: Nine Hundred Ninety-Eight Thousand Four Hundred Pesos Only (Php 998,400.00) PURPOSE: BOARD AND LODGING IN THE CONDUCT OF THE 2023 PLANNING OFFICER'S CONFERENCE Prepared by: Lorie Licop</p>	96	2,600.00	998,400.00

COMPLY

(Total Amount in Words)	Nine Hundred Ninety-Eight Thousand Four Hundred Pesos Only	PHP 998,400.00
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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: _____
Signature over Printed Name of Supplier

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

Date: _____

Fund Cluster: 1 01
Funds Available: 998,400.00

DANILYN T. GALAN
Signature over Printed Name of Accountant III / Head, Accounting Section

ORS/BURS No.: 02-10161-23-05-2132
Date of the ORS/BURS: May 3, 2023
Amount: 998,400.00

NOTICE OF AWARD

Date: 28 APR 2023

DEVERLYN CUENCA SILVANO

Authorized Representative

LUANA LIFESTYLE AND LEISURE HOTEL INC.

Hue Hotels and Resorts, KM3 North Road, Brgy. San Manuel, PPC, Palawan

Dear **Sir/Madam**:

We are pleased to inform you that the RFQ No. 2023-03-0591 for the "**Board and Lodging in the conduct of the 2023 Planning Officer's Conference**" is hereby awarded to you as the Bidder with the Single Calculated Responsive Bid at a Contract Price equivalent to **Nine Hundred Ninety-Eight Thousand Four Hundred Pesos Only (Php 998,400.00)**.


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)

LUANA LIFESTYLE AND LEISURE HOTEL INC.

Date: _____