



**PURCHASE ORDER**  
DSWD MIMAROPA Region  
Entity Name

Supplier: <b>COUNTRY CHATEAU HOTELIERS CORP.</b>	P.O. No: <b>2023-03-0220</b>
Address: <b>J.P. RIZAL ST., MAHARLIKA WEST, TAGAYTAY</b>	Date: <b>March 17, 2023</b>
TIN: <b>007-258-883-000</b>	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>COUNTRY CHATEAU HOTELIERS CORP. at J.P. RIZAL ST., MAHARLIKA WEST, TAGAYTAY</b>	Delivery Term: <b>FOB Destination</b>
Date of Delivery: <b>APRIL 11-14, 2023</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 THE SKILLS ENHANCEMENT ON GOOGLE WORKSPACE PRODUCTIVITY TOOLS AND ADVANCED MICROSOFT EXCEL</b></p> <p>Date of Activity: <b>APRIL 11-14, 2023</b>            VENUE: <b>COUNTRY CHATEAU HOTELIERS CORP. at J.P. RIZAL ST., MAHARLIKA WEST, TAGAYTAY</b>  <b>GUARANTEED PAX: 55 Pax</b>            Room Sharing: <b>Air-conditioned Room, TRIPLE 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 Minumum Health Standard)</b></p> <p>Check-in Date and Time: <b>APRIL 11, 2023 / 12:00 nn</b>            Check-Out Date and Time: <b>APRIL 14, 2023 / 12:00 nn</b></p> <p><b>MEALS SCHEDULE:</b>  <b>APRIL 11- 2023: Lunch, PM Snack, and Dinner</b>  <b>APRIL 12-13, 2023: Breakfast, AM Snack, Lunch, PM Snack, and Dinner</b>  <b>APRIL 14, 2023: Breakfast and AM Snack,</b></p> <p><b>Type of Serving:</b>            *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><b>Menu Selection:</b>            *Hotel to submit Menu (Minimum of atleast 2 Vlands, 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><b>TIME OF USE OF CONFERENCE ROOM/SESSION HALL from APRIL 11-14, 2023: 7:00 am - 6:00 pm</b></p> <p><b>INCLUSIONS:</b>            *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 70 participants or more for physical distancing in compliance with Covid-19            *FREE USE of 2-Projectors with 3-Screens, Sound System with 4 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 (2) 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 (Check-In at Night) for the Secretariat Team            *TABLE and CHAIRS Round Table with 8 Pax per Table            *FREE Tarpaulin or LED Backdrop (Design and Size shall be provided by the end-user)            *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</p> <p align="center">*****NOTHING FOLLOWS*****</p> <p><b>Rating Factors: Passing Rate: 85%</b></p> <p>RFQ No <b>2023-02-0233 NP-LOV</b>            Approved Budget for the Contract <b>Five Hundred Seven Thousand Pesos Only (Php 506,000.00)</b>  <b>PURPOSE BOARD AND LODGING IN THE CONDUCT OF THE SKILLS ENHANCEMENT ON GOOGLE WORKSPACE PRODUCTIVITY TOOLS AND ADVANCED MICROSOFT EXCEL</b>            Prepared by: <b>Lone Licop</b></p>	65	2,100.00	409,500.00
<b>WILL COMPLY</b>					
<b>(Total Amount in Words)</b>		<b>Four Hundred Nine Thousand Five Hundred Pesos Only</b>			<b>PHP 409,500.00</b>

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**  
Signature over Printed Name of Authorized Official

**Regional Director**  
Designation

**BENCHIE B. GONZALES**

Signature over Printed Name of Supplier

Date

Fund Cluster : 1  
Funds Available :

Signature over Printed Name of Accountant III / Head, Accounting Section

ORS/BURS No. : **CR-102101-2023-03-1174**  
 Date of the ORS/BURS: **3/20/2023**  
 Amount : **409,500.00**  
 in-Charge

## NOTICE OF AWARD

March 16, 2023

**MARIA CONCEPCION S. TURINGAN**  
Authorized Representative  
COUNTRY CHATEAU HOTELIERS CORP.  
J.P. Rizal St., Maharlika West, Tagaytay City

Dear **Sir/Madam**:

We are pleased to inform you that the RFQ No. 2023-02-0233 for the “**Board and Lodging in the conduct of the Skills Enhancement on Google Workspace Productivity Tools and Advanced Microsoft Excel**” is hereby awarded to you as the Bidder with the Single Calculated and Responsive Bid at a Contract Price equivalent to **Four Hundred Nine Thousand Five Hundred Pesos Only (Php 409,500.00)**.

You are therefore required to comply with the Terms and Conditions stated in PO No. 2023-03-0220 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

  
**BENCHIE B. GONZALES**  
Officer-in-Charge

**Conforme:**

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

**COUNTRY CHATEAU HOTELIERS CORP.**

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