

Supplier: CCAP MARINDUQUE HOTEL AND RESORT	P.O. No.: 2023-04-0347
Address: 001 Beachfront, Balaring, Boac, Marinduque	Date: April 3, 2023
TIN: 010-406-835-000	Mode of Procurement: NP-LOV

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

Place of Delivery: CCAP MARINDUQUE HOTEL AND RESORT at 001 Beachfront, Balaring, Boac, Marinduque	Delivery Term: FOB Destination
Date of Delivery: April 12-14, 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 (3 DAYS/2 NIGHTS)</p> <p align="center">LSWDO Consultation Dialogue and Forum Project Proposal</p> <p>Venue: CCAP MARINDUQUE HOTEL AND RESORT at 001 Beachfront, Balaring, Boac, Marinduque Guaranteed Pax: 29 Pax Date of Activity: APRIL 12-14, 2023</p> <p>Room Sharing: Air-conditioned Room: TRIPLE OR DOUBLE Sharing with INDIVIDUAL BED PER PAX and Bathrooms with Hot and Cold Showers with enough toiletries (Towel, Toothpaste, Soap, and Shampoo; Complimentary Drinking Water and Coffee); with Available Iron for Clothes, Utensils (With the IATF and DOT Guidelines for the Minimum Health Standard)</p> <p>Check-In Date and Time: APRIL 12, 2023 /12:00 nn NOTE: EARLY Check-In Date and Time for the Secretariat (10 Pax) - APRIL 12, 2023 / 8:00 am Check-Out Date and Time: APRIL 14, 2023 / 12:00 nn</p> <p>MEALS SCHEDULE: APRIL 12, 2023: Lunch, PM Snack and Dinner APRIL 13, 2023: Breakfast, AM Snack, Lunch, PM Snack, and Dinner APRIL 14, 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) *Individual Plated Snacks (AM Snack-9:00 am and PM Snack-2:30 pm)</p> <p>Menu Selection: *Hotel to submit Menu (Minimum of 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>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 Function Room and Guest Rooms with Cable TV *The Session Hall/Conference Room is free from noise/which is detrimental to the event/meeting *FREE WI-Fi access for Both Guest and Function Hall and Rooms *With a Registration Area and 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 with Logistical concerns *Provision of Hotel mini-bus/vehicle *FREE COMPLIMENTARY ROOM for the Regional Director and the Secretariat *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> <p>FUNCTION ROOM ARRANGEMENT: TIME OF USE OF CONFERENCE ROOM/SESSION HALL from APRIL 12-14, 2023: 7:00 am - 8:00 pm *Complimentary Use of Function Room and Other Amenities *Venue must have a large Monitor TV Screen for the Conference Call and other necessary materials/technology for Conference Call *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 *No Obstructing Pillars in the Conference Room *The Session Hall/Conference Room is free from noise/which is detrimental to the event/meeting *Free use of Projector with Screen, Sound System with 3 Microphones, Electric Outlets, Extension Cords, Whiteboards and Whiteboard Marker and Eraser, Rostrum with 1 Philippine Flagpole, and other Amenities</p> <p align="center">*****NOTHING FOLLOWS*****</p> <p>Rating Factors: Passing Rate: 85%</p> <p>RFQ No. 2023-03-0458 NP-LOV One Hundred Sixty-two Thousand Eight Hundred Pesos Only (Php 162,800.00) PURPOSE: Board and Lodging in the conduct of the LSWDO Consultation Dialogue and Forum Project Proposal (Marinduque) Prepared by: Lone Licop</p>	37 COMPLY	2,160.00	159,840.00


(Total Amount in Words)	One Hundred Fifty-Nine Thousand Eight Hundred Forty Pesos Only	PHP 159,840.00
-------------------------	----------------------------------------------------------------	----------------

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

Very truly yours,

Signature over Printed Name of Supplier


LEONARDO C. REYNOSO, CESOS III
Signature over Printed Name of Authorized Official
Regional Director
Designation

Date

Fund Cluster: 101
Funds Available: 159,840.00


DANILYN GALAN

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

ORS/BURS No.: 020102601-23-04-1547
Date of the ORS/BURS: Apr 04, 2023
Amount: 159,840.00

NOTICE OF AWARD

Date: 31 MAR 2023



CHRISTINE FE CORAZON M. MONILLA
Authorized Representative
CCAP MARINDUQUE HOTEL AND RESORT CORPORATION
001 Beachfront, Balaring, Boac, Marinduque

Dear **Sir/Madam**:

We are pleased to inform you that the RFQ No. 2023-03-0458 for the "Board and Lodging in the conduct of the LSWDO Consultation Dialogue and Forum Project (Marinduque)" is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **One Hundred Fifty-Nine Thousand Eight Hundred Forty Pesos Only (Php 159,840.00)**.

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)

CCAP MARINDUQUE HOTEL AND RESORT CORPORATION

Date: _____