



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier: ST. GILES HOTEL (MANILA), INC.	P.O. No.: 2023-04-0384
Address: Makati Ave. cor. Kalayaan Ave., Makati City	Date: April 19, 2023
TIN: 240-019-776-00000	Mode of Procurement: NP-LOV

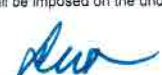
Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: ST. GILES HOTEL MAKATI at Makati Ave. cor. Kalayaan Ave., Makati City	Delivery Term: FOB Destination
Date of Delivery: MAY 29-JUNE 1, 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 align="center">Learning and Developmental Intervention on Paralegal Case Management in Handling Children in Need of Special Protection</p> <p>Guaranteed Pax: 55 Date of Activity: MAY 29-JUNE 1, 2023</p> <p>Room Sharing: 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; 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: MAY 29, 2023 /12:00 nn Check-Out Date and Time: JUNE 1, 2023 / 12:00 nn</p> <p>MEALS SCHEDULE: MAY 29, 2023: Lunch, PM Snack and Dinner MAY 30-31, 2023: Breakfast, AM Snack, Lunch, PM Snack, and Dinner JUNE 1, 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 *FREE COMPLIMENTARY ROOM for the Secretariat *FREE TARPAULIN/BACK DROP *FREE Pen/Pencil and Paper</p> <p>TIME OF USE OF CONFERENCE ROOM/SESSION HALL from MAY 29-JUNE 1, 2023: 7:00 am - 7:00 pm</p> <p>*FREE Use of Function Room and Other Amenities *FREE-Use of Fully Air-Conditioned Session Hall/Conference Room, spacious for activities and can accommodate 60 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. 2023-03-0563 NP-LOV APPROVED BUDGET FOR THE CONTRACT: Three Hundred Ninety-Six Thousand Pesos (Php 396,000.00) PURPOSE: Board and Lodging in the conduct of the Learning and Developmental Intervention on Paralegal Case Management in Handling Children in Need of Special Protection Prepared by: Lone Licop</p>	60	2,200.00	396,000.00
			TWIN SHARING		
			COMPLY		
			Parking Space: First Come First Serve		
(Total Amount in Words)					PHP 396,000.00

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 _____
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: 101 Funds Available: 396,000.00	 DANIYLN A. GALAN Signature over Printed Name of Accountant III / Head, Accounting Section
	ORS/BURS No.: 02-702101-23-04-1935 Date of the ORS/BURS: Apr. 24, 2023 Amount: 396,000.00

NOTICE OF AWARD

Date: 18 APR 2023

MARY SUNSE LEOPANDO
Authorized Representative
ST. GILES HOTEL MAKATI
Makati Ave. cor. Kalayaan Ave., Makati City

Dear **Sir/Madam**:

We are pleased to inform you that the RFQ No. 2023-03-0563 for the “**Board and Lodging in the conduct of the Learning and Developmental Intervention on Paralegal Case Management in Handling Children in Need of Special Protection**” is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **Three Hundred Ninety-Six Thousand Pesos (Php 396,000.00)**.

Please sign your conformity below and transmit a signed copy to us.

Very truly yours,



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

Conforme:

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

ST. GILES HOTEL MAKATI

Date: _____