

Supplier: HOTEL LUCKY CHINATOWN, INC. Address: 21 Reina Regente St., Binondo, Manila TIN: 010-171-273-000	P.O. No.: 2023-02-0092 Date: February 15, 2023 Mode of Procurement: NP-LOV
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Gentlemen,
 Please furnish this Office the following articles subject to the terms and conditions contained herein:


Place of Delivery: HOTEL LUCKY CHINATOWN, INC. at 21 Reina Regente St., Binondo, Manila Date of Delivery: FEBRUARY 27-MARCH 3, 2023	Delivery Term: FOB Destination Payment Term: 15-30 days upon final inspection
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<p style="text-align: center;">BOARD AND LODGING (5 DAYS/4 NIGHTS) CONDUCT OF THE INTEGRATED PLANNING COURSE IN INCIDENT COMMAND SYSTEM</p> <p>Guaranteed Pax: 32 Pax VENUE: HOTEL LUCKY CHINATOWN, INC. at 21 Reina Regente St., Binondo, Manila Date of Activity: FEBRUARY 27-MARCH 3, 2023 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) (With the IATF and DOT Guidelines for the Minimum Health Standard)</p> <p>Check-In Date and Time: FEBRUARY 27, 2023 /12:00 nn Check-Out Date and Time: MARCH 3, 2023 / 12:00 nn</p> <p>MEALS SCHEDULE: FEBRUARY 27, 2023: PM Snack and Dinner FEBRUARY 28-MARCH 2, 2023: Breakfast, AM Snack, Lunch, PM Snack, and Dinner MARCH 3, 2023: Breakfast, AM Snack, and Lunch</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 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 Rooms *With a Registration Area and FREE Use of Parking Space *FREE Hygiene Kit for Every Participant (Tissue, Alcohol, Facemask) *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 Welcome Tarpaulin *Provision of Automatic Alcohol Dispenser with Stand and Thermal Scanner *FREE COMPLIMENTARY ROOM for the Secretariat *FREE COMPLIMENTARY ROOM for the Resource Person *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 ARRANGMENT: TIME OF USE OF CONFERENCE ROOM/SESSION HALL from FEBRUARY 27 to MARCH 3, 2023: 7:00 am - 7:00 pm *Complimentary Use of Function Room and Other Amenities *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 *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 Laptop, Line, Projector with Screen, Sound System with 4 Microphones, Electric Outlets, *FREE Pencils and Pads for the Participants *****NOTHING FOLLOWS*****</p> <p>Rating Factors: Passing Rate: 85%</p> <p>RFQ No. 2023-01-0164 NP-LOV Three Hundred Seventy-Four Thousand Four Hundred Pesos Only (Php 374,400.00) PURPOSE: BOARD AND LODGING IN THE CONDUCT OF THE INTEGRATED PLANNING COURSE IN INCIDENT COMMAND SYSTEM Prepared by: Lorie Licop</p>	36	2502.78	360,400.00

(Total Amount in Words)	Three Hundred Sixty Thousand Four Hundred Pesos Only	PHP 360,400.00
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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: _____ Date: _____	Very truly yours,  LEONARDO C. REYNOSO, CESO III Signature over Printed Name of Authorized Official <u>Regional Director</u> Designation
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Fund Cluster: 1 01 Funds Available: 360,400.00  DANILYN T. SALAN Signature over Printed Name of AO III / Head, Accounting Section	ORS/BURS No.: 02-101101-2023-02 0457 Date of the ORS/BURS: Feb. 17, 2023 Amount: 360,400.00
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NOTICE OF AWARD

February 14, 2023

JEFFREY S. PALMA
Authorized Representative
HOTEL LUCKY CHINATOWN, INC.
21 Reina Regente St., Binondo, Manila

Dear **Sir/Madam**:

We are pleased to inform you that the RFQ No. 2023-01-0164 for the "**Board and Lodging in the conduct of the Integrated Planning Course in Incident Command System**" is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **Three Hundred Sixty Thousand Four Hundred Pesos Only (Php 360,400.00)**.

You are therefore required to comply with the Terms and Conditions stated in PO No. 2023-02-0092 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)

HOTEL LUCKY CHINATOWN, INC.

Date: _____