

NOTICE OF AWARD

March 23, 2023

MS. JAINA A. YBANEZ

Authorized Representative

PALAWAN UNO HOTEL

National Highway, Brgy. San Pedro, Puerto Princesa City, Palawan

Dear **Ms. Ybanez:**

We are pleased to inform you that the RFQ No. 2023-02-0301 for "Board and Lodging for the conduct of Caseload Management Training for Social Welfare and Development Assistants in Puerto Princesa City, Palawan" is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **One Hundred Fifty Six Thousand Pesos Only (Php156,000.00).**

Please signify your conformity by signing below and transmitting 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)

PALAWAN UNO HOTEL

Date: _____



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier : PALAWAN UNO HOTEL	P.O. No. : 2023-03-0329
Address : National Highway, Brgy. San Pedro, Puerto Princesa City, Palawan	Date : March 27, 2023
TIN :	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 : April 25-28, 2023	Payment Term : 15-30 days upon final inspection

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	Board and Lodging for 4 days and 3 nights Caseload Management Training for Social Welfare and Development Assistants Preferred Venue: Hotel within Palawan Date of Activity: April 25-28, 2023 No. of Nights: 3 nights Check In Date and Time: April 25, 2023, 12nn Tuesday Check Out Date and Time: April 28, 2023, 12nn Friday Room Sharing: Airconditioned Room, Twin/Triple Sharing with Individual bed per pax and complete toiletries (may be subjected to LGUs existing guidelines on COVID 19 Health and Safety Protocols) MEAL SCHEDULE: April 25, 2023: Lunch, PM Snack and Dinner April 26, 2023: Breakfast, AM Snack, Lunch, PM Snack and Dinner April 27, 2023: Breakfast, AM Snack, Lunch, PM Snack and Dinner April 28, 2023: Breakfast and AM Snack TYPE OF FOOD SERVING: Managed Buffet Breakfast, Lunch and Dinner Plated Snacks Menu Selection: Hotel to submit Menu (minimum of rice, 2 viands, 1 vegetable, side dish, soup, dessert, drinks) upon submission of RFQ No repeating meal per menu INCLUSION: Free Use of Airconditioned Conference Room from April 25-28, 2023, 7:00am - 6:00pm (can accommodate 26 pax and free from noise which is detrimental to the event) Free flowing coffee, drinking water and candies No obstructing pillars in the conference room Availability of electric outlets and free use of extension cords With audio system and at least three (3) microphones Free use of projector and whiteboards With free strong wifi connections Free use of parking space Facilities must be PWD and Senior Citizen Friendly Must be structurally sound, have fire escapes and firefighting equipments and CCTV Has Team building games/courses for outdoor activities Food to be served should have vegetables and fruits and can adjust for Muslim and non pork eaters Free one (1) Complimentary Room for the Secretariat (April 24, 2023) Free hygiene Kit (face mask, alcohol, etc.) Free use of facilities and amenities (if applicable) NOTE: Hotel/Restaurants/Resorts should not be offering short term lodging associated with motel and should not be situated beside or across gambling establishment shops, night clubs, funeral parlors, mortuaries and other similar like <p align="center">page 1 of 1</p> Approved Budget for the Contract: Php156,000.00 PR No. 2023-02-0301 Purpose: Board and Lodging for the conduct of Caseload Management Training for Social Welfare and Development Assistants Prepared by: Emma Joy C. Nolasco	26 <small>23 Guaranteed pax</small>	2,000.00	156,000.00
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(Total Amount in Words)	One Hundred Fifty Six Thousand Pesos Only	156,000.00
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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 Regional Director
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Fund Cluster : 01-101 Funds Available : 156,000.00 DANILYN T. GALAN Signature over Printed Name of Accountant III / Section Head, Accounting Section	ORS/BURS No. : <u>2023-04-1579</u> Date of the ORS/BURS: <u>4/3</u> Amount : <u>156,000.00</u>
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