



PURCHASE ORDER  
DSWD MIMAROPA Region  
Entity Name

Supplier : <b>LUANA LIFESTYLE &amp; LEISURE HOTEL INC.</b>	P.O. No. : <b>2023-03-0193</b>
Address : <b>KM 3 Puerto Princesa North Rd. Bgy. San Manuel, Puerto Princesa City, 5300 Palawan</b>	Date : <b>March 13, 2023</b>
TIN : <b>008-296-595-000</b>	Mode of 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>Puerto Princesa City, Palawan</b>	Delivery Term : <b>FOB Destination</b>
Date of Delivery : <b>March 27-31, 2023</b>	Payment Term : <b>15-30 days upon final inspection</b>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<b>Board and Lodging 4 days</b> <b>Consultative Workshop on the Revision of SFP Guidelines and Standard Operating Procedures (SOP)</b> Venue: Puerto Princesa City, Palawan Date: March 27-31, 2023 Check in: March 27, 2023 / 12:00 NN Check out: March 31, 2023 / 12:00 NN <b>Room sharing:</b> Triple or Quad sharing with ondividual bed per pax and free toiletries (Air-conditioned room, with IATF and DOT guidelines for the Minimum Health Standard) <b>Meal schedule</b> March 27: Lunch, PM snack, Dinner March 28-30- Breakfast, AM snack, Lunch, PM snack, and Dinner March 31- Breakfast, AM snack <b>Type &amp; Time of serving: <u>Managed Buffet Meals &amp; Plated Snacks</u></b> Breakfast - 6:00 AM AM snack - 9:00 AM Lunch - 12:00 NN PM snack - 3:00 PM Dinner - 6:00 PM <b>Menu selection:</b> 1. Hotel to submit the Menu (minimum of 2 Meat dish, 1 vegetable dish, rice, soup, dessert and beverages) 2. Hotel will submit proposed menu one week before the before the schedule 3. No repeating menu/meals 4. Food to be served should have vegetables and fruits and can adjust for Muslim and non pork eaters <b>Inclusions:</b> <b>Schedule of use of function room-</b> <b>TIME OF USE OF CONFERENCE ROOM/SESSION HALL</b> from <b>March 27-31,2023: 7:00 am - 7:00 pm</b> Free flowing coffee and drinking water No obstructing pillars in the conference room Availability of electric outlets and free use of extension cords With audio system and at laest 3 wireless microphpnes Free use of one (1) projector and screen, and whiteboards Strong WiFi Connections Parking space for secretariat and participants Facility must be PWD and Senior Citizen friendly Structurally sound and safety for occupancy with enough fire escapes, fire fighting equipments, CCTV, elevators end stairs Food to be served should have vegetables and fruits and can adjust for muslim and non pork eaters Complimentary one (1) room for the Regional Director/Secretariat for the duration of the event Free stage backdrop and welcome tarpaulin Free use of facilities and amenities (Team building facilities, pool, gym, etc.) 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 ***nothing follows*** <b>TOTAL APPROVED BUDGET FOR THE CONTRACT:</b> (Php 436,800.00) <b>RFQ No. 2023-02-0329</b> <b>PURPOSE:</b> Consultative Workshop on the Revision of SFP Guidelines and SOPs Prepared by: Cathy Victorio	42  38 guaranteed pax	2,589.29	435,000.00
				<b>TOTAL</b>	<b>435,000.00</b>

(Total Amount in Words) **Four Hundred Thirty Five Thousand Pesos Only**

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  
 \_\_\_\_\_  
 Date  
 \_\_\_\_\_  
**LEONARDO C. REYNOSO, CESO III**  
 Signature over Printed Name of Authorized Official  
 Regional Director  
 \_\_\_\_\_  
**BENCHIE S. RONZALE**  
 Office in-Charge

<b>Fund Cluster : 1</b> <b>Funds Available : 435,000.00</b>  <b>DANILYN T. GALAN</b> Signature over Printed Name of Chief Accountant/Head of Accounting Accountant III - Accounting Section Head	<b>ORS/BURS No. : 02-10101-23-03-0909</b> <b>Date of the ORS/BURS: 3/14/2023</b> <b>Amount : 435,000.00</b>
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## NOTICE OF AWARD

March 10, 2023

**DEVERLYN SILVANO**

Authorized Representative

LUANA LIFESTYLE & LEISURE HOTEL INC.

KM 3 Puerto Princesa North Rd, Bgy. San Manuel, Puerto Princesa City, 5300 Palawan

Dear Ms. Silvano:

We are pleased to inform you that the RFQ No. 2023-02-0329 for the Board and Lodging for the Consultative Workshop on the Revision of SFP Guidelines and SOPs is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to Four Hundred Thirty Five Thousand Pesos Only (Php 435,000.00).

You are therefore required to comply with the Terms and Conditions stated in the PO No. 2023-03-0193 the receipt of this Notice of Award.

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

 **BENCHIE B. GONZALES**

Officer-in-Charge

Conforme:

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

**LUANA LIFESTYLE & LEISURE HOTEL INC.**

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