



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier : MAGSAYSAY HILLSIDE RESORT	P.O. No. : 2023-02-0134
Address : Poblacion, Magsaysay, Occidental Mindoro	Date : February 27, 2023
TIN : 129-103-824	Mode of Procurement : NP-LOV


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

Place of Delivery : Occidental Mindoro	Delivery Term : FOB Destination
Date of Delivery : April 18-21, 2023	Payment Term : 15-30 days upon final inspection

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	Board and Lodging for 3 days Capacity Building on Disaster Response Information Management for DSWD MIMAROPA Quick Response Team Members (Occ. Min.) Venue: within Occidental Mindoro Date: April 18-21, 2023 Check in: April 18, 2023 / 2:00 PM Check out: April 21, 2023 / 12:00 NN Please note: *IF THE TOTAL NUMBER OF THE PARTICIPANTS EXCEEDS THE GUARANTEED PARTICIPANTS, THE AGENCY WILL BE BILLED FOR THE ACTUAL NUMBER *The Secretariat will provide the final list of participants in the first (1st) day of activity Meals arrangements: Type of serving : Buffet Lunch ; Plated Snacks Break fast : 6:00AM (AM snack : 9:30 AM) Lunch: 12:00 NN (PM snack: 3:30 PM) Dinner: 6:00 PM Provisions: Apr 18 - PM snack, Dinner Apr 19-20 - Breakfast, AM snack, Lunch, PM snack, Dinner Apr 21 - Breakfast, AM snack, Lunch Overnight Accommodation arrangements: *Triple occupancy (3pax per room (single bad each pax) *Full board meals (no repeating meal per menu) *Air-conditioned room with hot and cold shower * One (1) complimentary room for the secretariat team and one (1) for the Resource Person (3 pax per room, single bed each pax))which is excluded to number of rooms for the participants. Function room arrangements: TIME OF USE OF CONFERENCE ROOM/SESSION HALL from April 18-21, 2023: 7:00 am - 7:00 pm *Complimentary use of function room and other amenities *Function room can accommodate number of pax according to social distancing protocols *No pillars at the center of the conference room *Complimentary use of function room and other amenities *Sound system with 4 wireless microphones and audio jack *Extension cords *2 whiteboard with markers and erasers *Rostrum and 1 Philippine flag with flag pole. *Free use of Laptop and LCD Projector with white screen *Stand-by attendant to assist *Free pads & pencils for the participants *Free flowing coffee,tea & candies *Free Hygiene Kit for every participant (Tissue, Alcohol, Face Shield and Face Mask *Free wifi internet *Free complimentary Welcome Tarpaulin *Automatic Alcohol Dispenser with Stand and Thermal Scanner ***nothing follows*** TOTAL APPROVED BUDGET FOR THE CONTRACT: (Php 343,200.00) RFQ No. 2023-01-0171 PURPOSE: Capacity Building on Disaster Response Information Management for DSWD MIMAROPA Quick Response Team Members (Occ. Min.) Prepared by: Cathy Victorio	44	2,300.00	303,600.00
			40 guaranteed pax	COMPLY	
			TOTAL		303,600.00

(Total Amount in Words) **Three Hundred Three Thousand Six Hundred 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: _____ Signature over Printed Name of Supplier _____ Date	Very truly yours,  LEONARDO C. REYNOSO, CESOS III Signature over Printed Name of Authorized Official Regional Director
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Fund Cluster : 1 0 Funds Available : 303,600.00  DANILYN T. GALAN Signature over Printed Name of Chief Accountant/Head of Accounting Accountant III - Accounting Section Head	ORS/BURS No. : <u>17-101401-2023-03-0671</u> Date of the ORS/BURS: <u>Mar 02, 2023</u> Amount : <u>303,600.00</u>
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Department of Social Welfare and Development
DSWD-GF-010 | REV 01 | 17 AUG 2022



"Serbisyo ng May Puso Saan Man sa MIMAROPA"

NOTICE OF AWARD

February 23, 2023

LETY E. MIGUEL

Authorized Representative

MAGSAYSAY HILLSIDE RESORT

Poblacion, Magsaysay, Occidental Mindoro

Dear Ms. Miguel:

We are pleased to inform you that the RFQ No. 2023-01-0171 for the Board and Lodging for the Capacity Building on Disaster Response Information Management for DSWD MIMAROPA Quick Response Team Members (Occ. Min.) is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to Three Hundred Three Thousand Six Hundred Pesos Only (Php 303,600.00).

You are therefore required to comply with the Terms and Conditions stated in the PO No. 2023-02-0134 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

Conforme:

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

MAGSAYSAY HILLSIDE RESORT

Date: _____

