

NOTICE OF AWARD

Date: 20 JUL 2023

MS. ALMIRA JEAN JOLDANERO
Authorized Representative
SEASONS HOTEL AND CONVENTION CENTER
San Roque, San Jose, Occidental Mindoro

Dear **Ms. Joldanero**:

We are pleased to inform you that the RFQ No. 2023-06-0853 for “Board and Lodging for the conduct of Training Orientation on Program Systems and Components for Newly Hired Project Development Officer IIs on August 21-26, 2023” is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **Four Hundred Fifty Seven Thousand Seven Hundred Pesos Only (Php457,700.00)**.

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)

SEASONS HOTEL AND CONVENTION CENTER

Date: _____



PURCHASE ORDER
DSWD MIMAROPA Region
 Entity Name

Supplier : SEASONS HOTEL AND CONVENTION CENTER	P.O. No. : 2023-07-0646
Address : San Roque, San Jose, Occidental Mindoro	Date : July 26, 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 : San Jose, Occidental Mindoro	Delivery Term : FOB Destination
Date of Delivery : August 21-26, 2023	Payment Term : 15-30 days upon final inspection

Stock Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	Board and Lodging for 6 days and 5 nights Training Orientation on Program Systems and Components for New Hired Project Development Officer II Preferred Venue: Hotel within Mamburao, Sta. Cruz or San Jose, Occidental Mindoro Date of Activity: August 21-26, 2023 No. of Nights: 5 nights Check In Date and Time: August 21, 2023, 12nn Monday Check Out Date and Time: August 26, 2023, 12nn Saturday 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: August 21, 2023: Lunch, PM Snack and Dinner August 22, 2023: Breakfast, AM Snack, Lunch, PM Snack and Dinner August 23, 2023: Breakfast, AM Snack, Lunch, PM Snack and Dinner August 24, 2023: Breakfast, AM Snack, Lunch, PM Snack and Dinner August 25, 2023: Breakfast, AM Snack, Lunch, PM Snack and Dinner August 26, 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 dish, soup, dessert, drinks) upon submission of RFQ All food (meal and snacks) should be good for 46 pax but stretchable up to 51 pax or plus 5 of the actual pax For entrée, pork and seafood (crustaceans) shall not be served in one meal INCLUSION: Free Use of Airconditioned Conference Room from August 21-26, 2023, 7:00am - 6:00pm (can accommodate 46 pax and free from noise which is detrimental to the event) Free flowing coffee and water, can serve chocolate drinks upon request of the participants who is/are not drinking coffee, can serve sweetener that are sugar free upon request No obstructing pillars in the conference room Availability of electric outlets and free use of extension cords Free use of projector with screen, speakers, sound system, at least 3 microphones, whiteboards with whiteboard markers and eraser 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 Food to be served should have vegetables and fruits and can adjust for Muslim and non pork eaters Hotel can accommodate for early check-in for secretariats and for participants who will come earlier than 9:00am Free use of facilities and amenities (if applicable) Hotel can accommodate transportation of participants to the nearest terminal within 5km radius only 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">*****NOTHING FOLLOWS*****</p> <p align="center">page 1 of 1</p> Approved Budget for the Contract: Php460,000.00 PR No. 2023-06-0853 Purpose: Board and Lodging for the conduct of Training Orientation on Program Systems and Components for New Hired Project Development Officer II Prepared by: Emma Joy C. Nolasco	46 40 Guaranteed pax	1,990.00	457,700.00

COMPLY

(Total Amount in Words)	FOUR HUNDRED FIFTY SEVEN THOUSAND SEVEN HUNDRED PESOS ONLY	457,700.00
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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

Fund Cluster : **01-101**
 Funds Available : **457,700.00**

DANILYN T. GALAN

Signature over Printed Name of Accountant III, Section Head, Accounting Section

ORS/BURS No. : **2023-07-4826**
 Date of the ORS/BURS: **7/27**
 Amount : **457,700.00**