



DSWD MIMAROPA Region
PURCHASE ORDER

Supplier: TREE OF LIFE BUSINESS CENTER	P.O. No.: KC-2023-07-0159
Address: ROXAS DRIVE ST. LIBIS, CALAPAN CITY, ORIENTAL MINDORO	Date: 17 July, 2023
TIN: 203-201-662-000	Mode of Procurement: SHOPPING FOR NON-CONSULTING SERVICES

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

Place of Delivery: CALAPAN CITY, ORIENTAL MINDORO	Delivery Term: FOB Destination
Date of Delivery: JULY 24-28, 2023	Payment Term: Government Procedure

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<p>Board and Lodging with meals for 5 days and 4 nights</p> <p>Meals : Breakfast, AM Snack, Lunch, PM Snack and Dinner</p> <p>Plated : AM and PM Snacks (with cold beverage)</p> <p>Buffet : Breakfast, Lunch, and Dinner (Minimum of 3 viands with soup, dessert/fruits and cold drinks, no repetition of meals)</p> <p>Title of the Activity: Municipal Training on Participatory of Barangay Development Planning</p> <p>Preferred Venue: Calapan City, Oriental Mindoro</p> <p>Date of Activity: July 24-28, 2023</p> <p>Guaranteed Pax: 45 pax</p> <p>Check In Date and Time: July 24, 2023 ; 1:00 PM</p> <p>Check Out Date and Time: July 28, 2023 ; 12:00 NN</p> <p>Airconditioned Room double or triple Sharing with individual bed per pax and free toiletries</p> <p>Meal Schedule:</p> <p>July 24, 2023 : Lunch, PM Snacks and Dinner</p> <p>July 25, 2023 : Breakfast, AM Snacks, Lunch , PM Snacks and Dinner</p> <p>July 26, 2023 : Breakfast, AM Snacks, Lunch , PM Snacks and Dinner</p> <p>July 27, 2023 : Breakfast, AM Snacks, Lunch , PM Snacks and Dinner</p> <p>July 28, 2023 : Breakfast and AM Snacks</p> <p>Type of Food Serving:</p> <p>Menu Selection: Hotel to submit menu with minimum of at least 3 viands, soup, dessert/fruits and cold drinks. Should include vegetables per meal.</p> <p>No repeating meal per menu and with flexibility to participants with food restrictions.</p> <p>Inclusion:</p> <ol style="list-style-type: none"> One (1) night complimentary superior room to be used by the organizers Free use of Airconditioned Conference Room. Can accommodate more than 50 pax and free from noise which is detrimental to the event. Airconditioned Conference Room can be use starting 9:00am of Day 1 for arriving participants. No obstructing pillars in the conference room. Availability of electric outlets and free use of extension cords. With audio system and at least 5 microphones. Free use of projector and whiteboards. Free use of reliable and uninterruptible wifi connection. Free use of parking space. Free flowing coffee and drinking water. 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 Free Tarpaulins/Backdrops (1-inside & 1-outside of conference hall) Free use of facilities and amenities (if applicable) <p>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 alike.</p> <p style="text-align: center;">***Nothing follows*** Page 1 of 1</p> <p>PR# KC-2023-06-0229</p> <p>Approved Budget for the Contract: Php480,000.00</p> <p>Board and Lodging with meals for the Municipal Training on Participatory Barangay Development Planning of Bulalacao, Oriental Mindoro</p> <p>Prepared by: Sheiwe Ann M. Domingo</p>	50	2,386.25	477,250.00

(Total Amount in	Four Hundred Seventy-Seven Thousand Two Hundred Fifty Pesos Only	TOTAL	477,250.00
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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

Very truly yours, *[Signature]*
LEONARDO C. REYNOSO, CESO III
Signature over Printed Name of Authorized Official
Regional Director

Date: _____

Fund Cluster: 102	 DANIEL M. RIO JR. Signature over Printed Name of Accountant/FA III, Accounting Section	ORS/BURS No.: 02-105408-2023-07-002
Funds Available: 477,250.00		Date of the ORS/BURS: 11/17/2023 Amount: 477,250.00

NOTICE OF AWARD

Date: 12 JUL 2023

ROXANNE PIMENTEL SO

Proprietress
TREE OF LIFE BUSINESS CENTER
Roxas Drive St., Libis, , Calapan City, Oriental Mindoro

Dear **Ms. So**,

We are pleased to inform you that the RFQ No. KC-2023-06-0229 for the "Board and Lodging with meals for the Municipal Training on Participatory Barangay Development Planning of Bulalacao, Oriental Mindoro" is hereby awarded to you as the Sole Responsive Bidder with a rating factor of 87.12% at a Contract Price equivalent to **Four Hundred Seventy-Seven Thousand Two Hundred Fifty Pesos Only (Php477,250.00).**

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 ✓

Conformed:

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

TREE OF LIFE BUSINESS CENTER

Date: _____