



**PURCHASE ORDER**  
**DSWD MIMAROPA Region**  
**Entity Name**

Supplier : <u>PRIME FALCON CORPORATION ( AZIZA PARADISE HOTEL)</u>	P.O. No. : <u>2023-11-1003</u>
Address : <u>BM San Miguel, Puerto Princesa, Palawan</u>	Date : <u>November 21, 2023</u>
TIN : <u>010-309-398-001</u>	Mode of Procurement : <u>NP-LOV</u>

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

Place of Delivery : <u>Puerto Princesa City, Palawan</u>	Delivery Term : <u>FOB Destination</u>
Date of Delivery : <u>November 23-24, 2023</u>	Payment Term : <u>15-30 days upon final inspection</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<b>Board and Lodging for 1 day ( 3 Meals &amp; 2 Snacks)</b> <b>Title of the Activity: Board and Lodging for the conduct of Consultation with Pillars in Palawan on November 23-24, 2023</b> <b>Preferred Venue: Hotel within Puerto Princesa, Palawan</b> <b>Date of Activity: November 23-24, 2023</b> <b>Guaranteed Pax: 13 pax</b> <b>No of Night: 1 night</b> <b>Check In Date and Time: November 23, 2023; 12:00 PM</b> <b>Check Out Date and Time: November 24, 2023, 12:00 PM</b> <b>Room individually for 7 Judges: 1 single bed in room with free toiletries</b> <b>Room for 3 pax: 2 Triple Sharing with individual bed per pax and 1 Double sharing (2 single beds in room) free toiletries.</b> <b>Meal Schedule:</b> November 23, 2023: Dinner at 6:00 pm  November 24, 2023: Breakfast at 6 am, Lunch at 12 pm, AM and PM Snacked <b>Type of Food Serving</b> <b>Managed Buffet Breakfast, Lunch and Dinner</b> <b>Packed Snacks: AM Snacks at 8:30am, PM Snacks: 11:30 am</b> <b>Menu Selection: Hotel to submit menu (minimum of at least 2 viands soup and dessert)</b> <b>No repeating meal per menu</b> <b>Inclusion</b> <b>Free use of Airconditioned Conference Room (can accommodate more than 20 pax and free from noise which is detrimental to the event)</b> <b>Unlimited free coffee and drinking water</b> <b>No obstructing pillars in the conference room Availability of electric outlets and free use of extension cords</b> <b>With audio system and at least 2 microphones</b> <b>Free use of projector and whiteboards</b> <b>With free strong wifi connections</b> <b>Free use of parking space</b> <b>Facilities must be PWD and Senior Citizen Friendly sound, have fire escapes and firefighting</b> <b>Must be structurally equipment, have fire escapes and firefighting equipment and CCTV</b> <b>Food to be served should have vegetables and fruits and can be adjusted for Muslims and nonpork eaters</b> <b>Free use of facilities and amenities (if applicable)</b> <b>NOTE: Hotels/Restaurants/Resorts should not be offering short-term lodging associated with the motel and should not be situated beside or across gambling establishment shops, nightclubs, funeral parlors, mortuaries, and other similar like</b> <b>NOTE: IF THE TOTAL NUMBER OF THE PARTICIPANTS EXCEEDS THE GUARANTEED PARTICIPANTS, THE AGENCY WILL BE BILLED FOR THE ACTUAL NUMBER BUT NOT MORE THAN THE MAXIMUM NO. OF PARTICIPANTS BUT NOT MORE THAN THE MAXIMUM NO. OF PARTICIPANTS</b>  ***nothing follows*** <b>TOTAL APPROVED BUDGET OF THE CONTRACT</b> (Php 39,000.00) <b>RFQ 2023-11-1392</b> <b>PURPOSE Board and Lodging for the conduct of Consultation with Pillars in Palawan on November 23-24, 2023</b> <b>Prepared by: Mark Anthony A. Luz</b>	15	2,600.00	39,000.00
			13 guaranteed pax		
			<b>TOTAL</b>		<b>39,000.00</b>

(Total Amount in Words) Thirty Nine 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 items.

Conforme B. Lujan Very truly yours LEONARDO C. REYNOSO, CESO III  
 Signature over Printed Name of Supplier Signature over Printed Name of Authorized Official  
NOVEMBER 22, 2023 Date Regional Director

Fund Cluster : 1 01  
 Funds Available : 39,000.00  
 Signature over Printed Name of Chief Accountant/Head of Accounting Accountant III - Accounting Section Head DANILYN GALAN

ORS/BURS No. : 327011003 - 2023-11-021  
 Date of the ORS/BURS : NOV 21, 2023  
 Amount : 39,000.00



### NOTICE OF AWARD

Date: 18 NOV 2023

**BJENCH CATHERINE LEPASANA**  
Authorized Representative  
**PRIME FALCON CORPORATION ( AZIZA PARADISE HOTEL)**  
BM San Miguel, Puerto Princesa, Palawan

Dear Ms. Lepasana:

We are pleased to inform you that the RFQ No. 2023-11-1392 for "Board and Lodging for the conduct of Consultation with Pillars in Palawan on November 23-24, 2023" is hereby awarded to you as the Bidder with the Single Calculated Responsive Bid at a Contract Price equivalent to Thirty-Nine Thousand Pesos Only (Php 39,000.00)

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:

BJENCH CATHERINE R. LEPASANA   
(Signature over Printed Name of Bidder's Authorized Representative)

**PRIME FALCON CORPORATION ( AZIZA PARADISE HOTEL)**

Date: NOVEMBER 21, 2023

