

Supplier <u>TREE OF LIFE BUSINESS CENTER</u> Address <u>M. Roxas Drive Brgy. Salaog, Calapan City, Oriental Mindoro</u> TIN	P.O. No 2023-11-0997 Date November 20, 2023 Mode of Procurement NP-LOV
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Gentlemen
Please furnish this Office the following articles subject to the terms and conditions contained herein

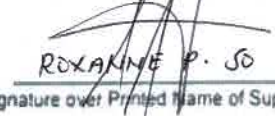
Place of Delivery Calapan Oriental Mindoro Date of Delivery November 21-24, 2023	Delivery Term <u>FOB Destination</u> Payment Term <u>15-30 days upon final inspection</u>
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Stack/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	Board and Lodging for 3 days Area Supervisor, Enumerators, Admin Assistant, Enumerators and Verifiers Orientation for the 4PS Special Assessment (MIMARO CLUSTER) Venue Calapan Oriental Mindoro Date November 21-24, 2023 Check in November 21, 2023 / 2:00 PM Check out November 24, 2023 / 12:00 PM Room sharing Airconditioned Room Double/Triple Sharing (standard size) with individual bed per pax and free toiletries. Meal schedule Nov 21 PM snack Dinner Nov 22-23 Breakfast AM snack Lunch PM snack, and Dinner Nov 24 Breakfast AM snack Lunch Type & Time of serving: <u>Buffet Meals & Plated Snacks</u> Breakfast - 6:00 AM AM snack - 9:00 AM Lunch - 12:00 NN PM snack - 3:00 PM Dinner - 6:00 PM Menu Selection Hotel to submit menu (minimum of at least 2 viands, soup and dessert) a week before the day of activity. No repeating meal per menu/day. INCLUSIONS: Free use of Airconditioned Conference room (can accommodate at least 50 pax and free from noise which is detrimental to the event) Schedule of use of function room: November 21, 2023 - 10:00 am - 6:00 pm November 22-23, 2023 - 8:00 am - 6:00 pm November 24, 2023 - 6:00 am - 7:00 pm Free Flowing Coffee and Drinking water Use of conference room: 5 wireless microphones, LCD projector, white screen, extension cords, white board with markers and eraser. The session/meeting room is free from noise w/c is detrimental to the event/ meeting. Food to be served should have vegetables and fruits and can adjust for Muslim and non-pork eaters. No obstructing pillars in the conference room Welcome tarpaulin and backdrop to function room free use of internet wifi (room and session hall) *if the total number of participants exceeds the guaranteed number of participants, the agency will be billed based on the actual number of pax, but shall not exceed the maximum of participants. Passing rate: 85% <p style="text-align: center;">***nothing follows***</p> TOTAL APPROVED BUDGET FOR THE CONTRACT (Php 270,000.00) RFQ No. 2023-11-1395 PURPOSE Area Supervisor, Enumerators, Admin Assistant, Enumerators and Verifiers Orientation for the 4PS Special Assessment (MIMARO CLUSTER) Prepared by Cathy Victoria.	45 40 guaranteed pax	1,999.00 COMPLY	269,865.00 TOTAL 269,865.00

(Total Amount in Words) Two Hundred Sixty-Nine Thousand Eight Hundred Sixty-Five 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


 Signature over Printed Name of Supplier
NOV. 21, 2023
 Date

Very truly yours


LEONARDO C. REYNOSO, CESO III
 Signature over Printed Name of Authorized Official
 Regional Director

Fund Cluster: 1
 Funds Available:


JANILYN T. GALAN
 Signature over Printed Name of Chief Accountant/Head of Accounting
 Accountant III - Accounting Section Head

ORS/BURS No. : 02-101(0)-2023-11-8116
 Date of the ORS/BURS: 11/19/2023
 Amount: 269,865



NOTICE OF AWARD

Date _____

ROXANNE P. SO
Authorized Representative
TREE OF LIFE BUSINESS CENTER
M Roxas Drive Brgy. Salaog, Calapan City, Oriental Mindoro

Dear Ms So

We are pleased to inform you that the RFQ No. 2023-11-1395 for the Area Supervisor, Enumerators, Admin Assistant, Enumerators and Verifiers Orientation for the 4PS Special Assessment (MIMARO CLUSTER) is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to TWO HUNDRED SIXTY-NINE THOUSAND EIGHT HUNDRED SIXTY-FIVE PESOS ONLY (Php 269,865 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

ROXANNE P. SO
(Signature over Printed Name of Bidder's Authorized Representative)

TREE OF LIFE BUSINESS CENTER

Date NOV. 21, 2023

