

## NOTICE OF AWARD

Date: 05 DEC 2023

**MS. ANA CLAUDINE ABESAMIS**

Authorized Representative

MADISON 101 INC.

1 Madison St., Corner Aurora Blvd., New Manila, Quezon City

Dear **Ms. Abesamis:**

We are pleased to inform you that the RFQ No. 2023-10-1279 for "Board and Lodging for the conduct of Year-End Learning and Wellness Session on Strengthening Teamwork and Stakeholders Management for Pantawid Pamilya Regional and Provincial Staff on December 11-13, 2023" is hereby awarded to you as the Bidder with the Single Calculated Responsive Bid at a Contract Price equivalent to **Three Hundred Fifty Eight Thousand Eight Hundred Pesos Only (Php358,800.00)**. ✓

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:**



Ana Claudine Abesamis

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

**MADISON 101 INC.**

Date: Dec 7, 2023

**PURCHASE ORDER**  
DSWD MIMAROPA Region  
Entity Name

Supplier: **MADISON 101 INC.**  
Address: **1 Madison St., Corner Aurora Blvd., New Manila, Quezon City**  
TIN:

P.O. No.: **2023-12-1043**  
Date: **December 7, 2023**  
Mode of Procurement: **NP-LOV**

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

Place of Delivery: **Metro Manila**  
Date of Delivery: **December 11-13, 2023**

Delivery Term: **FOB Destination**  
Payment Term: **15-30 days upon final inspection**

Stock Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<p><b>Board and Lodging (3 days and 2 nights)</b> <b>YEAR-END LEARNING AND WELLNESS SESSION ON STRENGTHENING TEAMWORK AND STAKEHOLDERS MANAGEMENT FOR PANTAWID PAMILYA REGIONAL AND PROVINCIAL STAFF</b></p> <p>Preferred Venue: Hotel within Metro Manila Date of Activity: December 11-13, 2023 Check In Date and Time: December 11, 2023, 12nn Monday Check Out Date and Time: December 13, 2023 12nn Wednesday Room Sharing: Airconditioned Room, Twin/Triple Sharing with Individual bed per pax and complete toiletries</p> <p><b>MEAL SCHEDULE:</b> December 11, 2023: Lunch, PM Snack and Dinner December 12, 2023: Breakfast, AM Snack, Lunch, PM Snack and Dinner December 13, 2023: Breakfast and AM Snack</p> <p><b>TYPE OF FOOD SERVING:</b> Managed Buffet Breakfast, Lunch and Dinner Plated Snacks Menu Selection: Hotel to submit Menu (minimum of rice, 2 viands, 1 vegetable, side dish, soup, dessert, drinks) upon submission of RFQ No repeating meal per menu</p> <p><b>INCLUSION:</b> Free Use of Airconditioned Conference Room (can accommodate the total number of pax and free from noise which is detrimental to the event) Free provision of two (2) tarpaulins with the approved layout of the activity (design will be provided by the proponent) - 2 tarpaulin (2ft x 4ft) Free flowing coffee, drinking water and candies No obstructing pillars in the conference room Availability of electric outlets and free use of extension cords With audio system and at least four (4) wireless microphones Free use of atleast two (2) projectors and two (2) whiteboards 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 Free one (1) Complimentary Room for the Secretariat Free use of facilities and amenities (if applicable) With available space for the conduct of team building activity <i>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 number of participants</i> 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 <b>*****NOTHING FOLLOWS*****</b> page 1 of 1 Approved Budget for the Contract: Pnp358,800.00 PR No. 2023-10-1279 Purpose: BOARD AND LODGING FOR THE CONDUCT OF YEAR-END LEARNING AND WELLNESS SESSION ON STRENGTHENING TEAMWORK AND STAKEHOLDERS MANAGEMENT FOR PANTAWID PAMILYA REGIONAL AND PROVINCIAL STAFF ON DECEMBER 11-13, 2023 Prepared by: Emma Joy C. Nolasco</p>	69 59 Guaranteed pax	2,600.00	358,800.00

COMPLY

(Total Amount in Words) **Three Hundred Fifty Eight Thousand Eight Hundred Pesos Only** 358,800.00

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:

**Ana Claudine Abesamis**

Signature over Printed Name of Supplier

**Dec 7, 2023**

Date

Very truly yours

**LEONARDO C. REYNOSO, CESO III**

Signature over Printed Name of Authorized Official

**Regional Director**

Fund Cluster: **01-101**  
Funds Available: **358,800.00**

**DANILYN T. GALAN**

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

ORS/BURS No.: **2023-12-8719**  
Date of the ORS/BURS: **12/7**  
Amount: **358,800.00**