

Supplier: **COSTA PALAWAN RESORT**
Address: **F. Ponce De Leon Rd., Brgy. San Pedro, Palawan**
TIN: **009-340-261-001**

P.O. No: **2024-02-0075**
Date: **February 27, 2024**
Mode of Procurement: **NP-LOV**

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

Place of Delivery: **Palawan**
Date of Delivery: **March 18-22, 2024**

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

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	PAX	<p>Board and Lodging for 4 days Training on Partnership Building and Development for the Regional Partnership Officers and Provincial Officers</p> <p>Venue: Palawan Date: March 18-22, 2024 Check in: March 18, 2024 / 12:00 PM Check out: March 22, 2024 / 12:00 PM Room sharing: TRIPLE SHARING with separate beds and per guest and free toiletries each Meal schedule Mar 18: Lunch, PM snack, Dinner Mar 19-21: Breakfast, AM snack, Lunch, PM snack, and Dinner Mar 22: Breakfast, AM snack, Lunch Type & Time of serving: Buffet Meals & Plated Snacks 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 Vians, Soups, Deserts and Beverages) Hotel to submit proposed menu 1 week before the training schedule No repeating meal per menu Meals to be served should have vegetables, fruits and can adjust for muslims and non-pork eater INCLUSIONS: Free use of Fully Airconditioned Session Hall/Conference Room spacious for activities and can accommodate 138 participants or more with Physical Distancing in compliance to IATF Guidelines Schedule of use of function room- March 18: 12:00 PM - 6:00 PM March 19-21: 7:00 AM - 6:00 PM March 22: 7:00 AM - 12:00 PM Structurally sound and safe for occupancy with enough pax Fire Exits, Fire fighting equipments CCTV, Elevators and Stairs Facility must be PWD and Senior Citizen Friendly Airconditioned guest room with cable TV Bathroom with hot and cold showers with complete provision of toiletries (Towel, Toilet, Shampoo, Soap, Toothbrush) No Obstruction pillars in the Conference Room/Session Session hall must be free from distractive noise detrimental to the event With registration area and free use of parking area Free use of telephone lines, 2 projectors with 2 screens, sound system with 4 microphone outlets, Extension Cords, Whiteboard, Whiteboard Marker and Eraser and other amenities Free access and use of WiFi for both guests and conference rooms Free flowing of Hot Coffee or Chocolate and Drinking Water/Diffused Water Complementary 1 room for 3 Pax night ahead for organizers for day 0 At least one (2) Hotel Staff Available at any time to assist the secretariat during the session with logistical concerns Free use of Team Building Materials and Amenities for outdoor activities Table and Chairs: Round table with 8 Pax Each Table FREE TARPALINE OR LED BACKDROP (Design and size shall be provided by the end-user) ***nothing follows*** TOTAL APPROVED BUDGET FOR THE CONTACT (Php 1,414,400.00) RFQ No. 2024-01-0055 NP-LOV Training on Partnership Building and Development for the Regional Partnership Officers and Provincial Officers. Prepared by: Cathy Victoria</p>	138 <small>100 guaranteed Pax</small>	2,575.00 COMPLY	1,400,800.00
			TOTAL		1,400,800.00

(Total Amount in Words) **One Million Four Hundred Thousand Eight Hundred 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 item/s.

Conforme:


Signature over Printed Name of Supplier

March 13, 2024

Date

Very truly yours,


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

Fund Cluster : 1
Funds Available :


DANILO Y. GALAN
Signature over Printed Name of Chief Accountant/Head of Accounting
Accountant III - Accounting Section Head

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : _____



NOTICE OF AWARD

Date: FEB 26 2024

MARIBETH S. DELADIA
Authorized Representative
COSTA PALAWAN RESORT
F. Ponce De Leon Rd., Brgy. San Pedro, Palawan

Dear Ms. Deladia


We are pleased to inform you that the RFQ No. 2024-01-0055 for the Training on Partnership Building and Development for the Regional Partnership Officers and Provincial Officers is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to ONE MILLION FOUR HUNDRED THOUSAND EIGHT HUNDRED PESOS ONLY (Php 1,400,800.00).

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 X

Conforme:


MARIBETH S. DELADIA
(Signature over Printed Name of Bidder's Authorized Representative)

COSTA PALAWAN RESORT

Date: March 13, 2024

