



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier: RED HOTEL INC.	P.O. No: 2024-03-0126
Address: EDSA, Cubao, Quezon City	Date: March 12, 2024
TIN: _____	Mode of Procurement: NP-LQV

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

Place of Delivery: Hotel within Metro Manila	Delivery Term: FOB Destination
Date of Delivery: March 20-22, 2024	Payment Term: 15-30 days upon final inspection

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<p>Board and lodging for the conduct of Consultation & Orientation to Selected LGU on the EPAHP Program and CBO mapping workshop.</p> <p>Preferred Venue: Hotel within Metro Manila</p> <p>Date of Activity: March 20-22, 2024</p> <p>Check In Date and Time: March 19, 2024; 6:00 PM for Secretariat (5 pax) March 20, 2024; 12:00 PM for Participants(37 pax) (Early Check In)</p> <p>Check Out Date and Time: March 22,2024 for all; 12:00 PM</p> <p>Room Sharing: Airconditioned, Triple and/or double sharing with <u>INDIVIDUAL BED</u> PER PAX and bathrooms with Hot and Cold Shower with enough toiletries (toilet, toothpaste, soap, and shampoo) drinking water with utensils, coffee, wif, tv with cable connection, with available iron for clothes.</p> <p>Meal Schedule: March 19, 2024: Dinner for 5 pax (Secretariat) March 20, 2024: 5 pax (Breakfast) March 20, 2024: 42 pax (Lunch, PM Snacks, Dinner) March 21, 2024: 42 pax (Breakfast, AM Snacks, Lunch, PM Snacks, Dinner) March 22, 2024: (Breakfast, AM Snacks, Lunch)</p> <p>Type of Food Serving Managed Buffet: Breakfast(6 am), Lunch(12 nm) and Dinner (6 pm) Plated Snacks: AM Snacks 9:30 am, PM Snacks 3 pm</p> <p>Menu Selection: The hotel to submit menu 3 main dish including vegetables, soup, dessert</p> <p>No repeating meal per menu</p> <p>Hotel will submit proposed menu of the day a week before the training schedule.</p> <p>Food to be served should have vegetables and fruits and can be adjusted for Muslims and nonpork eaters</p> <p>Inclusion: Structurally sound and safe for occupancy with enough Fire escapes, Fire Fighting Equipments, CCTV, Elevators and Stairs</p> <p>Facilities must be PWD and Senior Citizens-Friendly</p> <p>*Use of Airconditioned function room (can accommodate 100 pax) and Guest Rooms with cable TV</p> <p>The Session Hall/Function Hall/Conference Hall is free noise which is detrimental to the event/activity/meeting</p> <p>FREE Wi-fi access to both Guest/ Function Halls and Rooms</p> <p>Free Hygiene Kit for all participants (Facemask)</p> <p>*Free flowing of Brewed Coffee and Tea/Drinking Water</p> <p>Atleast two (2) Hotel Attendant/Staff available at any given time during session to assist the Secretariat with Logistic Concerns</p> <p>*Two (3) Tarpaulin free of charge - Back drop Tarpaulin (10L x 4H)</p> <p>*Free two (2) complimentary room for the guest (will be utilized if the guest will stay in the venue the activity)</p> <p>Function Room Arrangements: *FREE use of Fully-Airconditioned Session Hall/Conference Room, spacious for activities and can accommodate 42 participants</p> <p>*No obstructing pillars in the Conference Hall/Room and should be high ceiling</p> <p>*Tables and chairs: Classroom type</p> <p>*Strong Wi-Fi connection (free of charge) for Conference Hall and Room</p> <p>*FREE Use of Projector with Screen with splitter, Good to High-Quality Audio System, with at least 3-4 wireless microphones, availability of electric outlets and extension cords in the Conference Hall, Rostrum with 1 Philippine Flagpole and other Amenities</p> <p>*FREE Pencil/Ballpen and Notepads for the participants daily</p> <p align="center">***nothing follows***</p> <p>APPROVED BUDGET FOR THE CONTRACT Two Hundred Eighteen Thousand Four Hundred Pesos Only (Php 218,400.00) PR No.: 2024-02-0185</p> <p>PURPOSE: Board and lodging for the conduct of Consultation & Orientation to Selected LGU on the EPAHP Program and CBO mapping workshop</p> <p>Prepared by: Mark Anthony A. Luz</p>	42	2,600.00	218,400.00
		Guaranteed pax: 39 pax			
		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			
		TOTAL			218,400.00

(Total Amount in Words) **Two Hundred Eighteen Thousand Four 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 items.

<p>Conforme:</p> <p align="center"> Mildred M. ... Signature over Printed Name of Supplier</p> <p align="center">March 19, 2024 Date</p>	<p>Very truly yours,</p> <p align="center"> LEONARDO C. REYNOSO, CESOS III Signature over Printed Name of Authorized Official Regional Director</p>
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<p>Fund Cluster: 101</p> <p>Funds Available: 218,400.00</p> <p align="center"> DANILYN T. GALAN Signature over Printed Name of Accountant/Head of Accounting Accountant III - Accounting Section Head</p>	<p>ORS/BURS No.: 02-10101-2024-03-1735</p> <p>Date of the ORS/BURS: 3/19/2024</p> <p>Amount: 218,400.00</p>
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NOTICE OF AWARD

Date: 08 MAR 2024

MILDRED TUJAN
Authorized Representaive
RED HOTEL INC.
EDSA, Cubao, Quezon City

Dear Ms. Tujan:

We are pleased to inform you that the RFQ No. 2024-02-0185 is hereby awarded to you as the Bidder with the Single Calculated Responsive Bid for the Board and Lodging for the conduct of Consultation & Orientation to Selected LGU on the EPAHP Program and CBO mapping Workshop at a Contract Price amounting to Two Hundred Eighteen Thousand Four Hundred Pesos Only (Php 218,400.00) inclusive of all applicable taxes.

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:

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

RED HOTEL INC.

Date: March 19, 2024

