



NOTICE OF AWARD

Date: MAR 04 2024

BJENCH CATHERINE LEPASANA
Authorized Representative
PRIME FALCON CORPORATION
BM Road San Manuel, Puerto Princesa, Palawan
Brgy. Mayamot, Antipolo City

Dear Ms. Lepasana:

We are pleased to inform you that the RFQ No. 2024-02-0170 for Accomodation with meals for 3 days Board and Lodging for Orientation and Workshop on DROMIC Reporting Guidelines and Protocol on March 18-21, 2024 is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to Four Hundred Sixty Three Thousand and Eight Hundred Sixty Pesos Only (Php 463,860.00).

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

Date: March 4, 2024

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PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier: AZIZA PARADISE HOTEL		P O No: 2024-03-0112			
Address: RM Road San Manuel, Puerto Princesa, Palawan		Date: March 05, 2024			
TIN:		Mode of Procurement: NP-LOV			
Gentlemen Please furnish this Office the following articles subject to the terms and conditions contained herein					
Place of Delivery: Puerto Princesa, Palawan		Delivery Term: FOB Destination			
Date of Delivery: March 18-21, 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 3 days (Orientation and Workshop on DROMIC Reporting Guidelines and Protocol on March 18-21, 2024)</p> <p>Preferred Venue: Hotel within Puerto Princesa, Palawan Date of Activity: March 18-21, 2024 Check In Date and Time: March 18, 2024; 8:00 AM for Secretariat (3 pax) March 18, 2024; 12:00 PM for Participants (57 pax) Check Out Date and Time: March 21, 2024 for all; 2:00 PM</p> <p><u>Room Sharing: Airconditioned, Triple and/or double sharing with INDIVIDUAL BED PER PAX and bathrooms with Hot and Cold Shower with enough toiletries (toilet paper, soap, and shampoo) drinking water with utensils, coffee, wifi, tv with cable connection, with available iron for clothes.</u></p> <p>Meal Schedule: March 18, 2024: Lunch for 3 pax (Secretariat) March 18, 2024: 60 pax (PM Snacks, Dinner) March 19-20, 2024: 60 pax (Breakfast, AM Snacks, Lunch, PM Snacks, Dinner) March 21, 2024: (Breakfast, AM Snacks, Lunch)</p> <p>Type of Food Serving Managed Buffet: Breakfast(6 am), Lunch(12 nn) and Dinner (6 pm) Plated Snacks: AM Snacks 9:30 am, PM Snacks 3 pm Menu Selection: The hotel to submit menu 4 main dish including vegetables, soup, dessert No repeating meal per menu</p> <p>Hotel will submit proposed menu of the day a week before the training schedule 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 Facilities must be PWD and Senior Citizens-Friendly *Use of Airconditioned function room (can accommodate 100 pax) and Guest Rooms with cable TV The Session Hall/Function Hall/Conference Hall is free noise which is detrimental to the event/activity/meeting FREE Wi-fi access to both Guest/ Function Halls and Rooms *Free flowing of Brewed Coffee and Tea/Drinking Water Atleast one (1) Hotel Attendant/Staff available at any given time during session to assist the Secretariat with Logistic Concerns *Two (2) Tarpaulin free of charge -Welcome Tarpaulin (10L x 4H) & Design to be sent by the organizer -Welcome Display on Monitor Ty to be displayed in the lobby *One (1) complimentary room for the secretariat</p> <p>Function Room Arrangements: *FREE use of Fully-Airconditioned Session Hall/Conference Room, spacious for activities and can accommodate 60 participants from 7:00am until 7:00pm No obstructing pillars in the Conference Hall/Room and should be high ceiling *Tables and chairs Round table type with cloth *Strong Wi-Fi connection (free of charge) for Conference Hall and Room *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 *FREE Pencils/Balpen and Notepads for the participants daily >>> nothing follows<<<</p> <p>APPROVED BUDGET OF THE CONTRACT: Four Hundred Sixty Eight Thousand Pesos Only (Php 468,000.00) PR No.: 2024-02-0170 PURPOSE: Accommodation with meals for 3 days Board and Lodging for Orientation and Workshop on DROMIC Reporting Guidelines and Protocol on March 18-21, 2024</p> <p>Prepared by: Mark Anthony A. Luz</p>	60	2,577.00	463,860.00
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		Guaranteed Pax: 55 pax			
		TOTAL			463,860.00
(Total Amount in Words)		Four Hundred Sixty Three Thousand and Eight Hundred Sixty 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		 MENCA CATHERINE R. LEPASANA Signature over Printed Name of Supplier March 06, 2024 Date		Very truly yours, LEONARDO C. REYNOSO, CESO III Signature over Printed Name of Authorized Official Regional Director	
Fund Cluster: 101 Funds Available: 463,860.00		 DANILYN T. GANAN Signature over Printed Name of Chief Accountant/Head of Accounting Accountant III - Accounting Section Head		ORS/BURS No.: 02-101-24-03-1091 Date of the ORS/BURS: March 5, 2024 Amount: 463,860.00	