

Supplier : <b>KGJ HOTEL &amp; RESORT MANAGEMENT CORP (GREENHILLS ELAN HOTEL MODERN)</b>	P.O. No. : 2024-04-0190
Address : # 49 Annapolis St., Greenhills San Juan City	Date : April 15, 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 : Hotel near Camp Ahuinaldo, Quezon City	Delivery Term : <u>FOB Destination</u>
Date of Delivery : April 22-26, 2024	Payment Term : <u>15-30 days upon final inspection</u>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<b>Board and Lodging for 4 days</b> <b>Water Safety and Survival Techniques Training</b> Venue: Hotel near Camp Ahuinaldo, Quezon City Date: April 22-26, 2024 Check in: April 22, 2024 / 12:00 nn Check out: April 26, 2024 / 12:00 nn Room Sharing: Air conditioned, Triple and/or double sharing with INDIVIDUAL BED PER PAX and bathrooms with Hot and Cold Shower with enough toiletries (towel, toothpaste, soap, and shampoo) drinking water with utensils, coffee, WIFI, TV with cable connection, with available iron for clothes. Participants can use amenities of the hotel such as gym, pool, parking, etc. <b>Meal schedule</b> April 22: Lunch, PM snack, Dinner April 23-25: Breakfast, AM snack, Lunch, PM snack, and Dinner April 26- Breakfast, AM snack <b>Type &amp; Time of serving:</b> <u>Buffet or Managed Buffet Meals &amp; plated Snacks</u> Breakfast - 6:00 AM                      AM snack - 10:30 AM Lunch - 12:00 NN                      PM snack - 3:00 PM Dinner - 6:00 PM <b>Note:</b> Lunch and Snacks for the 2nd, 3rd, and 4th day can be packed and brought in the training area/place outside the hotel. <b>Menu selection:</b> Meals can be either buffet or managed buffet and snacks are plated and served All food (meal and snacks) should be good for 40 pax but stretchable up to 45 pax or plus 5 of the actual pax Meals should compose of soup, 1 vegetable dish, 2 entrée, dessert, and healthy beverage For entrée, pork and seafood (crustaceans) shall not be served in one meal Hotel can suggest menu for the said activity and/or provide choices to the end user Free flowing coffee and water May serve chocolate drinks upon request of the participant/s who is/are not drinking coffee Can serve sweetener that are sugar free upon request <b>Inclusions:</b> <b>Function room:</b> Fully air conditioned room, spacious for group activity, can accommodate all participants in one venue <b>Facilities:</b> Free use of projector with screen, speakers, sound systems, at least 3 microphones, white boards with white board markers and eraser <b>Shuttle service:</b> As replacement to function room and sound system, supplier should provide shuttle service to all participants. (Hotel - Training Area and vice-versa) Free use of Wifi within the premises of the hotel <b>Note:</b> End user will coordinate if the use of function room and sound system are needed since most of the training is outside the hotel. ***nothing follows*** TOTAL APPROVED BUDGET FOR THE CONTACT (Php 416,000.00) RFQ No. 2024-04-0291 NP-LOV Water Safety and Survival Techniques Training Prepared by: Cathy Victorio	40 34 guaranteed pax	2,550.00  COMPLY	408,000.00
			<b>TOTAL</b>		<b>408,000.00</b>

(Total Amount in Words) Four Hundred Eight Thousand Pesos Only

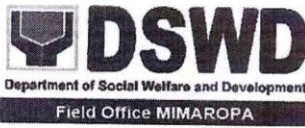
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:   
 Signature over Printed Name of Supplier  
 April 19, 2024  
 Date

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

Fund Cluster : 161  
 Funds Available : 408,000.00  
**REYNOLD WILBERT L. TONGDO**

ORS/BURS No. : 02-10101-2024-04-2107  
 Date of the ORS/BURS : Apr 15, 2024  
 Amount : 408,000.00



### NOTICE OF AWARD

Date: APR 12 2024

**ANA MAE CAYABYAB**

Authorized Representative

KGJ HOTEL & RESORT MANAGEMENT CORP (GREENHILLS ELAN HOTEL MODERN)  
# 49 Annapolis St., Greenhills San Juan City


Dear Ms. Cayabyab:

We are pleased to inform you that the RFQ No. 2024-04-0291 for the Board and Lodging for 4 days of the Water Safety and Survival Techniques Training is hereby awarded to you as the Single Calculated Responsive Bid at a Contract Price equivalent to FOUR HUNDRED EIGHT THOUSAND PESOS ONLY (Php 408,000.00) inclusive of all applicable taxes.

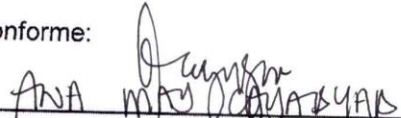
Please signify your conformity by signing below and transmitting a signed copy to us.

Very truly yours,

**LEONARDO C. REYNOSO, CESO III**  
Regional Director  
Head of the Procuring Entity

  
**TERESITA L. VALENTINO**  
Officer-in-Charge  
Special Order no. \_\_\_\_\_ Series of \_\_\_\_\_

Conforme:

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

**KGJ HOTEL & RESORT MANAGEMENT CORP (GREENHILLS ELAN HOTEL MODERN)**

Date: April 12, 2024

