



NOTICE OF AWARD

Date: 23 APR 2024

ANA MAY CAYABYAB
Authorized Representative
KGS HOTEL & RESORT MANAGEMENT CORP.
49 Annapolis St, Greenhills, San Juan City

Dear Ms. Cayabyab:

We are pleased to inform you that the RFQ No. 2024-04-0293 is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid for the Board and lodging for the conduct of Orientation on Mental Health and Psychological Support (MHPSS) during emergencies and disasters at a Contract Price amounting to Four Hundred Eight Thousand Pesos Only (Php 408,000.00) inclusive of all applicable taxes. ¹

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

KGS HOTEL & RESORT MANAGEMENT CORP.

Date: 4/29/24





PURCHASE ORDER
 DSWD NIMARCPA Region
 Entity Name

Supplier: GGY HOTEL & RESORT MANAGEMENT CORP.	P.O. No. 2024-04-0229
Address: 49 Annapolis St. Greenhills, San Juan City	Date: April 25, 2024
TIN:	Mode of Procurement: NP-LOV

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

Stock Property No	Unit	Description	Quantity	Unit Cost	Amount
	per	<p>Board and lodging for the conduct of Orientation on Mental Health and Psychological Support (MHPSS) during emergencies and disasters</p> <p>Preferred Venue: Hotel within Metro Manila Date of Activity: May 20-24, 2024 Guaranteed Pax: 34 pax</p> <p>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</p> <p>Check In/Out Date and Time: May 20, 2024: 2:00 PM May 24, 2024: 12:00 PM</p> <p>Room Sharing: Airconditioned, Triple sharing with INDIVIDUAL BED PER PAX and bathrooms with Hot and Cold Shower with enough toiletries, towel, toothpaste, soap, and shampoo drinking water, with vending coffee, with tv with cable connection, with available iron for clothes.</p> <p>Meal Schedule: May 20, 2024: Lunch, Pm snacks, Dinner May 21-23, 2024: Breakfast, AM Snacks, Lunch, PM Snacks, Dinner May 24, 2024: Breakfast, AM Snacks Type of Food Serving Managed Buffet: Breakfast(7 am), Lunch(12 nn) and Dinner: (6 pm) Plated Snacks: AM Snacks (10 am), PM Snacks 3 pm Menu Selection: The hotel to submit menu 3 main dish including vegetables, soup, dessert. No repeating meal per menu Hotel will submit proposed menu of the day a week before the training schedule</p> <p>No artificial flavored drinks, Water only</p> <p>Food to be served should have vegetables and fruits and can be adjusted for Muslims and nonpork eaters inclusion)</p> <p>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 50 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 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>Free use of projector with screen, sound system with 3 wireless microphones, extension cords, whiteboard, whiteboard marker and eraser and other amenities</p> <p>*Free one (1) complimentary room night ahead for organizers for day 0</p> <p>Free pens and notepads *No obstructing pillars in the Conference Hall/Room and should be high ceiling *Strong Wi-Fi connection for Conference Hall and Room ***nothing follows***</p> <p>APPROVED BUDGET FOR THE CONTRACT: Four Hundred Sixteen Thousand Pesos Only (Php 416,000.00) PR No.: 2024-04-0229</p> <p>PURPOSE: Board and lodging for the conduct of Orientation on Mental Health and Psychological Support (MHPSS) during emergencies and disasters</p> <p>Prepared by: Mark Anthony A. Luz</p>	40	2,650.00	408,000.00
TOTAL					408,000.00

(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 items

Conforms

ANA MARI GABRIELAS
 Signature over Printed Name of Supplier
 Date: 4/29/24

Very truly yours, *Leonardo C. Reynoso*
 Signature over: Printed Name of Authorized Officer
 Regional Director

Fund Cluster: 1.01
 Funds Available: 408,000.00

Reynold Wilbert L. Tongdo
 Signature over Printed Name of Chief Accountant/Head of Accounting
 Accountant II - OJD/Accounting Section Head

ORG/BURS No.: 02-10101-2024-04-240
 Date of the ORS/BURS: April 25, 2024
 Amount: 408,000.00