



DSWD MIMAROPA Region
PURCHASE ORDER

Supplier: **MELZAR'S MOUNTAIN RESORT CORPORATION**
 Address: **Sitio Palaypay, B. Del Mundo, Mansalay, Oriental Mindoro**
 TIN: **608-074-293-00000**
 P.O No: **KC-2024-05-0063**
 Date: **31 May, 2024**
 Mode of Procurement: **Shopping for Non-consulting Services**

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

Location of Activity: **within Mansalay, Oriental Mindoro**
 Date of Activity: **June 24-28, 2024**
 Delivery Term: **FOB Destination**
 Payment Term: **Government Procedure**

Stock Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<p>Board and Lodging with meals for 4 days</p> <p>Meals AM Snack, Lunch, PM Snack and Dinner Plated AM and PM Snacks (with cold beverage) Buffet Breakfast, Lunch & Dinner (Minimum of 3 viands with soup, dessert/fruits and cold Title of the Activity: Operations and Maintenance Workshop for the KALAHI-CIDSS NCDDP AF - Area Coordinating Teams Batch 2 - Mindoro & Romblon Preferred Venue: Within Mansalay, Oriental Mindoro Date of Activity: June 24-28, 2024 Guaranteed Pax: 41 pax Maximun No. of Participants: 46 pax</p> <p>Note: If the total participants exceed the guaranteed number of participants, the agency will be billed on the actual number but not more than the maximum no. of participants</p> <p>Check In Date and Time: June 24, 2023 : 1 00 PM Check Out Date and Time: June 28, 2023 : 12 00 NN Airconditioned Room double or triple Sharing with individual bed per pax and free toiletries</p> <p>Meal Schedule: June 24, 2023 Lunch, PM Snacks and Dinner June 25, 2023 Breakfast, AM Snacks, Lunch, PM Snacks and Dinner June 26, 2023 Breakfast, AM Snacks, Lunch, PM Snacks and Dinner June 27, 2023 Breakfast, AM Snacks, Lunch, PM Snacks and Dinner June 28, 2023 Breakfast and AM Snacks</p> <p>Type of Food Serving: Menu Selection: Hotel to submit menu with minimum of at least 3 viands, soup, dessert/fruits and cold drinks. Should include vegetables per meal No repeating meal per menu and with flexibility to participants with food restrictions.</p> <p>Inclusion: 1. One (1) night complimentary superior room to be used by the organizers 2. Free use of Air-conditioned Conference Room. Can accommodate more than 46 pax and free from noise which is detrimental to the event. 3. Airconditioned Conference Room can be use starting 9 00am of Day 1 for arriving participants. 4. No obstructing pillars in the conference room. 5. Availability of electric outlets and free use of extension cords 6. With audio system and at least 5 microphones 7. Free use of projector and whiteboards. 8. Free use of reliable and uninterruptible wifi connection 9. Free use of parking space. 10. Free flowing coffee and drinking water. 11. Facilities must be PWD and Senior Citizen Friendly 12. Must be structurally sound, have fire escapes and firefighting equipments and CCTV 13. Free Tarpaulins/Backdrops (1-inside & 1-outside of conference hall) 14. Free use of facilities and amenities (if applicable)</p> <p>NOTE: Hotel/Restaurants/Resorts should not be offering short term lodging associated with motel and should not be situated beside or across gambling establishment shops, night clubs, funeral parlors, mortuaries and other similar alike</p> <p style="text-align: center;">***Nothing follows***</p> <p>PR# KC-2024-05-0064 Approved Budget for the Contract: Php552,000.00 Board and Lodging with meals for the conduct of Operations and Maintenance Workshop for the KALAHI-CIDSS NCDDP AF - Area Coordinating Teams Batch 2 - Mindoro & Romblon Prepared by: Sheiwe Ann M. Domingo</p>	46	3,000.00	552,000.00

(Total Amount in Words) **Five Hundred Fifty-Two Thousand Pesos Only** PHP 552,000.00

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.

Conforme Very truly yours,

Maneliza C. Sugang
 Signature over Printed Name of Supplier

Leonardo C. Reynoso, Ces0 III
 Signature over Printed Name of Authorized Regional Director

Fund Cluster: **102**
 Funds Available: **₱ 552,000.00**

Daniel M. Rio Jr.
 Signature over Printed Name of Accounting Section

ORSBURS No. **02-105428-2024-06-0484**
 Date of the ORSBURS: **JUNE 3, 2024**
 Amount: **₱ 552,000.00**

NOTICE OF AWARD

Date: 31 MAY 2024

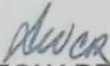
MA. MELIZA C. SUCGANG
Authorized Representative
MELZAR'S MOUNTAIN RESORT CORPORATION
Sitio Palaypay, Del Mundo, Mansalay, Oriental Mindoro

Dear **Ms. Sucgang**,

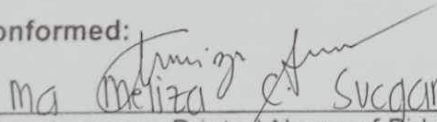
We are pleased to inform you that the RFQ No. KC-2024-05-0064 for the "Board and Lodging with meals for the conduct of Operations and Maintenance Workshop for the KALAHI-CIDSS NCDDP AF - Area Coordinating Teams Batch 2 - Mindoro & Romblon" is hereby awarded to you as the Lowest Calculated Responsive Bidder at a Contract Price equivalent to **Five Hundred Fifty-Two Thousand Pesos Only (Php552,000.00)**.

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

Conformed:


Ma Meliza C. Sucgang
(Signature over Printed Name of Bidder's Authorized Representative)

MELZAR'S MOUNTAIN RESORT CORPORATION

Date: _____