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| Supplier : <b>MADISON 101 INC.</b>                                 | P.O. No. : <b>2024-07-0394</b>      |
| Address : <b>1 Madison St. Corner Aurora Blvd. New Manila Q.C.</b> | Date : <b>July 09, 2024</b>         |
| TIN : <b>008-451-078-000</b>                                       | Mode of Procurement : <b>NP-LOV</b> |

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

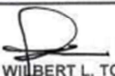
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| Place of Delivery : <b>Metro Manila</b>                           | Delivery Term : <b>FOB Destination</b>                 |
| Date of Delivery : <b>July 16-19, 2024, September 17-20, 2024</b> | Payment Term : <b>15-30 days upon final inspection</b> |

| Stock/<br>Property No. | Unit | Description  | Quantity | Unit Cost | Amount            |
|------------------------|------|--|----------|-----------|-------------------|
| 1                      | pax  | <b>Board and Lodging for 2 sessions (3 days per session)</b><br>Board and Lodging for the conduct of PSD CY 2024 Mid-Year and Year End Program Review and Evaluation Workshop<br>Venue: Metro Manila<br><b>Date: July 16-19, 2024</b><br>Check in: July 16, 2024 / 12:00 PM<br>Check out: July 19, 2024 / 12:00 PM<br><b>Approved Budget Cost: Php 530,400.00</b>  | 68       | 2,043.00  | 416,772.00        |
| 2                      | pax  | <b>Date: September 17-20, 2024</b><br>Check in: Sept. 17, 2024 / 12:00 PM<br>Check out: Sept. 17, 2024 / 12:00 PM<br><b>Approved Budget Cost: Php 525,000.00</b><br><b>Room sharing: Triple Sharing with Individual Bed per Pax and Free Toiletries (Air-conditioned Room)</b><br><b>Number of Pax: 138 Maximum</b><br><b>Guaranteed number of pax: 118 guaranteed.</b><br><b><u>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</u></b><br><b>Meal schedule</b><br>July 16 and Sept. 17: Lunch, PM snack, Dinner<br>July 17-18 and Sept. 18-19: Breakfast, AM snack, Lunch, PM snack, and Dinner<br>July 19 and Sept. 20: Breakfast, AM snack,<br><b>Type &amp; Time of serving:</b><br><b>Managed Buffet for Breakfast (6:00 am). Lunch (12:00 nn) and Dinner (6:00 pm)</b><br><b>Plated Snacks (AM Snack -10:00 am and PM Snack 3:00 pm)</b><br><b>Meal Selection:</b><br>Hotel to submit Menu (Minimum of 2 viands, 1 Soup, 1 Dessert. Rice and Beverages)<br>No repeating meal per menu<br><b>Schedule of use of Air-conditioned function room-</b> (can accommodate more than 70 pax. Free of noise which is detrimental to the activity<br>July 16 / Sept. 17, 2024 -12:00 NN - 8:00 PM<br>July 17-18 / Sept. 18-19, 2024 - 6:00 AM - 6:00 PM<br>July 19 / Sept. 20, 2024- 6:00 AM - 12:00 PM<br><b>INCLUSIONS:</b><br>Free flowing coffee, tea and drinking water<br>No obstructing pillars in the conference room<br>Availability of electric outlets and free use of extension cords<br>With audio system with at least 3 microphones (wireless)<br>Free use of projector, screen, and whiteboards (1 Projector)<br>With free strong Wi-Fi connections<br>Free use of parking Space for secretariat and participants<br>Facilities must be PWD and Senior Citizen Friendly<br>Must be structurally sound, have fire escapes and firefighting equipment and CCTVs<br>Food to be served should have vegetables and fruits and can adjust for participants with medical conditions, Muslim and non-pork eaters.<br>Free Complimentary Room for the Secretariat/Regional Director (1 room) for the duration of event<br>Free Stage backdrop and welcome tarpaulin<br>Free use of facilities and amenities (team building facilities, pool, gym, etc)<br>***nothing follows***<br><b>TOTAL APPROVED BUDGET FOR THE CONTACT</b><br>(Php 1,055,400.00)<br><b>RFQ No. 2024-06-0595 NP-LOV</b><br>Board and Lodging for the conduct of PSD CY 2024 Mid-Year and Year End Program Review and Evaluation Workshop<br>Prepared by: Cathy Victorio | 70       | 2,043.00  | 429,030.00        |
| <b>TOTAL</b>           |      |  |          |           | <b>845,802.00</b> |

(Total Amount in Words) **Eight Hundred Forty-Five Thousand Eight Hundred Two 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.

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| Conforme:<br><br><br><b>Ana Claudine Abesamis</b><br>Signature over Printed Name of Supplier<br><br><u>Jul 11, 2024</u><br>Date | Very truly yours,<br><br><br><b>LEONARDO C. REYNOSO, CESO III</b><br>Signature over Printed Name of Authorized Official<br><b>Regional Director</b> |
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| Fund Cluster : <b>1</b><br>Funds Available : <b>845,802.00</b><br><br><br><b>REYNOLD WILBERT L. TONGDO</b><br>Signature over Printed Name of Chief Accountant/Head of Accounting Accountant III/ Accounting Section Head | ORS/BURS No. : <b>24-09-4540/4541</b><br>Date of the ORS/BURS: <b>July 9, 2024</b><br>Amount : <b>845,802.00</b> |
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## NOTICE OF AWARD

Date: JUL 05 2024

**ANA CLAUDINE ABESAMIS**  
Authorized Representative  
MADISON 101 INC.  
1 Madison St. Corner Aurora Blvd. New Manila Q.C.

Dear Ms. Abesamis:

We are pleased to inform you that the RFQ No. 2024-06-0595 of the Board and Lodging for the conduct of PSD CY 2024 Mid-Year and Year End Program Review and Evaluation Workshop is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to EIGHT HUNDRED FORTY-FIVE THOUSAND EIGHT HUNDRED TWO PESOS ONLY (Php 845,802.00) 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:

Ana Claudine Abesamis

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

**MADISON 101 INC.**

Date: Jul 11, 2024

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