



PURCHASE ORDER
 CIVIL SERVICE Commission Region
 Bulacan Office

PO No: 2024-04-0312

Date: May 30 2024

Mode of Procurement: NP-1/17

Supplier: **THE BILAUANE HOTEL INC.**
 Address: 602 Tomas Moron St. Sta. Cruz, Manila
 TIN:

Comments: Please furnish the Office the following records subject to the terms and conditions mentioned herein:
 Place of Delivery: Hotel within Manila
 Date of Delivery: July 30 to August 1, 2024

Delivery Term: FOB Destination
 Payment Term: 15 days after final inspection

Stock Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	room	Board and Lodging Activity: Annual Monitoring and Consultation Dialogue (LSWDO) cum Workshop on the Social Pension Implementation Preferred Venue: Hotel within Manila Cluster 1 (Occidental, Oriental & Marinduque) Date of Activity: July 30-31, 2024 Number of pax: 118 maximum Guaranteed number of pax: 100 guaranteed pax 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 Check in date and time: July 30, 2024 / 12:00 PM Check Out date and time: July 31, 2024 / 12:00 PM Meal Schedule: July 30, 2024: Lunch, PM Snack, Dinner July 31, 2024: Breakfast & AM Snack Approved Budget for the Contract: Php 295,000.00	118	2,400.00	283,200.00
2	room	Cluster 2 (Romblon & Palawan) Date of Activity: July 31 - August 1, 2024 Number of pax: 146 maximum Guaranteed number of pax: 125 guaranteed pax 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 Check in date and time: July 31, 2024 / 12:00 PM Check Out date and time: August 1, 2024 / 12:00 PM Meal Schedule: July 31, 2024: Lunch, PM Snack, Dinner August 1, 2024: Breakfast & AM Snack Approved Budget for the Contract: Php 365,000.00 Room Sharing: Airconditioned, Triple/Double sharing with INDIVIDUAL BED. PER PAX with free toiletries Managed Buffet: Breakfast (6 am), Lunch (12 nn) and Dinner (6:00 pm) Plated Snacks: AM Snacks 9:00 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 Food to be served should have vegetables and fruits and can be adjusted for Muslims and nonpork eaters 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 from 8:00 am to 6:00 pm (can accommodate 140 pax) 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 Drinking Water Availability of electrical outlets and free use of extension cords, with audio system and at least 2 microphones. Free use of projector and white board *Free one (1) complimentary room for the secretariat Free use of parking space *No obstructing pillars in the Conference Hall/Room and should be high ceiling *Strong Wi-Fi connection (free of charge) Free use of Tarpaulin/Bakdrop Free use of facilities and amenities (if applicable) Note: Hotel/Restaurants/Resort should not offering short term lodging associated with motel and should not be situated beside or across other similar like ***nothing follows*** APPROVED BUDGET FOR THE CONTRACT: Six Hundred Sixty Thousand Pesos Only (Php 660,000.00) PR No.: 2024-04-0390 PURPOSE: Board and lodging for the conduct of Annual Monitoring and Consultation Dialogue (LSWDO) cum Workshop on the Social Pension Implementation Prepared by: Mark Anthony A. Luz	146	2,400.00	350,400.00
TOTAL					633,600.00

(Total Amount in Words) **Six Hundred Thirty Three Thousand Six Hundred 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.

Conforme:

[Signature]
MA. IRENE TOLENTINO
 Signature over Printed Name of Supplier
 Date: **JUL 4, 2024**

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

Fund Cluster: 101
 Funds Available: **633,600.00**

[Signature]
REYNOLDO WILBERT L. TONGDO
 Signature over Printed Name of Chief Accountant/Head of Accounting
 Accountant II - Accounting Section Head

ORS/BURS No.: **2024-06-3444**
 Date of the ORS/BURS: **6/17/24**
 Amount: **633,600.00**



NOTICE OF AWARD

Date 28 MAY 2024

MA. IRENE V. TOLENTINO
 Authorized Representative
THE BLULANE HOTEL INC.
 609 Tomas Mapua St. Sta. Cruz, Manila

Dear Ms. Tolentino:

We are pleased to inform you that the RFQ No. 2024-05-0390 is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid for the Board and lodging for the conduct of Annual Monitoring and Consultation Dialogue (LSWDO) cum Workshop on the Social Pension Implementation at a Contract Price amounting to Six Hundred Thirty Three Thousand Six Hundred Pesos Only (Php 633,600.00) 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:

MA. IRENE V. TOLENTINO
 (Signature over Printed Name of Bidder's Authorized Representative)

THE BLULANE HOTEL INC.

Date: June 4, 2024

PAGE 1 of 1

