



NOTICE OF AWARD

Date: 07 AUG 2024

MARILYN D. LIMBO
Sales Manager
BERJAYA MAKATI HOTEL
7835 Makati Ave. Cor. Eduque St. Makati City

Dear Ms. Limbo:

We are pleased to inform you that the RFQ No. 2024-07-0678 is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid for the Board and lodging for the conduct of ABSNet Regional Meeting cum Capacity Building on October 16-18, 2024 at a Contract Price amounting to One Hundred Seventy Thousand Pesos Only (Php 170,000.00) 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

Conforme:

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

BERJAYA MAKATI HOTEL

Date: August 16, 2024





Supplier : **BERJAYA MAKATI HOTEL**
Address : **7835 Makati Ave. Cor. Eduque St. Makati City**
TIN :
Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein

P.O. No : **2024-08-0455**
Date : **August 08, 2024**
Mode of Procurement : **NP-LOV**

Place of Delivery : **Hotel within Metro Manila**
Date of Delivery : **October 16-18, 2024**
Delivery Term : **FOB Destination**
Payment Term : **15-30 days upon final inspection**

Block/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	PAX	<p>Board and Lodging for 2 days</p> <p>Activity: ABSNet Regional Meeting cum Capacity Building on October 16-18, 2024</p> <p>Preferred Venue: Metro Manila</p> <p>Date of Activity: October 16-18, 2024</p> <p>Check In Date and Time: October 16, 2024 : 12:00 pm</p> <p>Check Out Date and Time: October 18, 2024: 12:00 pm</p> <p>Number of pax: 35 maximum ✦</p> <p>Guaranteed number of pax: 30 guaranteed 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>Room Sharing: Airconditioned, Triple and/or double sharing with INDIVIDUAL BED PER PAX with free toiletries</p> <p>Meal Schedule: October 16, 2024: Lunch, PM Snack and Dinner October 17, 2024: Breakfast, AM Snacks, Lunch, PM Snacks, Dinner October 18, 2024: Breakfast, AM Snacks Type of Food Serving 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</p> <p>Hotel will submit proposed menu of the day a week before the training schedule</p> <p>Food to be served should have vegetables and fruits and can be adjusted for Muslims and nonpork eaters</p> <p>Inclusions</p> <ol style="list-style-type: none"> Room occupancy should follow IATF guidelines and protocols Structurally sound and safety for occupancy with enough fire escapes, fire fighting equipments, CCTV, elevators and stairs Facilities must be PWD and Senior Citizen Friendly Airconditioned venue with air humidifiers No obstructing pillars in the conference room The session hall/conference room is free from noise w/c is detrimental to the event/ meeting With registration area Free use of telephone line, projector w/ screen, speaker podium, sound system w/ 2 microphones, electric outlets, extension cords, whiteboard and whiteboard marker & eraser and other amenities Free Wi-Fi access for both guest and function rooms Free use of parking space Venue must have a large monitor TV screen for the conference call and other necessary materials/technology for conference call At least one (1) hotel staff/attendant available at any given time during the session to assist the secretariat in logistical concerns At least one (1) hotel staff/attendant to act as marshall to remind the hotel health protocols Free one (1) complimentary room for the Regional Director / the Secretariat <p>Note: End-user shall inform the Service Provider one ***Nothing follows***</p> <p>APPROVED BUDGET FOR THE CONTRACT: One Hundred Seventy Five Thousand Pesos Only (Php 175,000.00)</p> <p>PR No.: 2024-07-0678</p> <p>PURPOSE: Board and lodging for the conduct of ABSNet Regional Meeting cum Capacity Building on October 16-18, 2024</p> <p>Prepared by: Mark Anthony A. Luz</p>	35	2,428.57 per pax	170,000.00
				TOTAL	170,000.00

(Total Amount in Words) **One Hundred Seventy 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.

Conforms *Marilyn G. Lim* **Marilyn G. Lim**
Signature over Printed Name of Supplier
Date **August 16, 2024**

Very truly yours,
TERESITA L. VALENTINO
Officer-In-Charge
Signature over Printed Name of Authorized Official
Regional Director

Special Order no. _____ Series of _____

Fund Cluster : **121**
Funds Available : **170,000.00**

REYNOLD W. GUSTIL TONGDO
Signature over Printed Name of Chief Accountant/Head of Accounting
Accountant III - Accounting Section Head

ORIG/BURS No. : **22-10101-2024-08-0320/31**
Date of the ORIG/BURS: **Aug 8, 2024**
Amount : **170,000.00**