



NOTICE OF AWARD

Date: 30 AUG 2024

LEANNE MARIE O. ALMINE
Authorized Representative
ARMADA HOTEL MANILA
2108 M.H. Del Pilar St. Malate, Manila

Dear Ms. Almine:


We are pleased to inform you that the RFQ No. 2024-07-0716 is hereby awarded to you as the Bidder with the Sole Responsive Calculated Bidder for the Venue with catering services for the conduct of Ceremonial Signing of Memorandum of Agreement with SLP Partner Stakeholders at a Contract Price amounting to Fifty Two Thousand Four Hundred Pesos Only (Php 52,400.00) 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:


LEANNE MARIE O. ALMINE
(Signature over Printed Name of Bidder's Authorized Representative)

ARMADA HOTEL MANILA

Date: SEPTEMBER 09, 2024





Supplier: ARMADA HOTEL MANILA		P.O. No.: 2024-07-0522			
Address: 2128 M.H. Del Pilar St. Malate, Manila		Date: September 2, 2024			
TIN:		Mode of Procurement: NP-LOV			
Gentlemen: Please furnish this Office the following articles, subject to the terms and conditions contained herein:					
Place of Delivery: Hotels within Metro Manila		Delivery Term: FOB Destination			
Date of Delivery: September 10, 2024		Payment Term: 15-30 days upon final inspection			
Slack Property No.	Unit	Description	Quantity	Unit Cost	Amount
		Catering services with Venue rental			
		Activity: Ceremonial Signing of Memorandum of Agreement with SLP Partner Stakeholders			
		Preferred Venue: Metro Manila			
		Date of Activity: Sept. 10, 2024			
		Guaranteed pax: 56 pax			
1	pax	Catering	56	500.00	28,000.00
		Type of serving			
		AM Snack: 10:00 am (Plated) - Sandwich, Pasta, Softdrinks or juice, water			
		Lunch: 12:00 pm (Managed Buffet) - Rice with Meat and vegetables of fish and dessert served with fresh fruits, Softdrinks or juice, Water			
		Approved Budget for the Contract: Php 28,000.00			
2	lot	Venue			24,400.00
		Use of Function hall with free use of lights and complete set of audio equipment with surround speaker set up with 12 Microphone set up and 2 Microphones Stand			
		Fully airconditioned session hall/ Conference room spacious for activities and can accommodate up to 60 participants or more with Physical Distancing			
		Elevated Stage for the Masters of Ceremony			
		Use of LED for visual projection of presentations			
		With provided Philippine flag with stand and 2 stands for own office flags from the end user			
		Chairs and table Set up: U-shaped (with tables) for 22 pax seating capacity while 36 participants on gallery seat set up			
		Structurally sound and safe for occupancy with enough fire exits, fire fighting equipments, cctv, elevators and stairs			
		No obstructing pillars in the Conference Hall/Room and should be high ceiling			
		Session Hall must be free distractive noise detrimental to the event			
		With registration area and free use of parking space			
		Free use of 2 projector with 2 screens, sound system with 12 microphone outlets, extension cords, whiteboard whiteboard marker and eraser and other amenities			
		Free access and use of Wifi connection for conference			
		Free flowing of Brewed Coffee or hot chocolate and Drinking Water			
		Approved Budget for the Contract: Php 50,000.00			
		>>> Nothing Follows <<<			
		TOTAL APPROVED BUDGET FOR THE CONTRACT: Seventy Eight Thousand Pesos Only (Php 78,000.00)			
		PR No.: 2024-07-0716			
		PURPOSE: Venue with catering services for the conduct of Ceremonial Signing of Memorandum of Agreement with SLP Partner Stakeholders			
		Prepared by: Mark Anthony A. Luz			
		TOTAL			52,400.00
Total Amount in Words: Fifty Two Thousand Four 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.					
Condemn:		 LIANNE MARIE Q. ALMINE Signature over Printed Name of Supplier 9-9-24 Date	Very truly yours, LEONARDO C. REYNOSO, CESO III Signature over Printed Name of Authorized Official Regional Director		
Fund Cluster: 1		 REYNOLD WILBERT L. TONGDO Signature over Printed Name of Chief Accountant/Head of Accounting Accountant (i) - Accounting Section MAAG	ORS/BURS No.: 2024-0014714 Date of the ORS/BURS: Sept. 3, 2024 Amount: 52,400.00		
Funds Available: 52,400.00					