



## PURCHASE ORDER

Supplier : **PEPPERLAND HOTEL AND LEISURES CORPORATION**

Address : Legazpi City

TIN : 463-582-258-000

P.O. No. **GDS-2022-298**

Date : October 18, 2022

Mode of Procurement : LEASE OF REAL  
PROPERTY AND VENUE (53.10)

Gentlemen:

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

**Provision of Meals and Venue for the Conduct of 2022 LG Month Regional Awarding Ceremony: Recognizing the Unwavering Performance of Outstanding Lupong Tagapamayapa on Dispute Settlement Amidst the Covid-19 Pandemic and ICAD Advocacy Cluster Video-Making Contest Announcement of Winners on October 27, 2022**

Place of Delivery : **DILG Regional Office V**

Delivery Term : **As Stated**

Date of Delivery :

Payment Term : Payment for Actual use

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	<b>AM SNACKS @220 Pax</b> Sandwich / pasta and bottled/ canned juice/soda <b>LUNCH @220 Pax</b> Steamed rice with meat, fish and vegetable viand, fruits bottled bottled/ canned juice/soda <b>PM SNACKS @220 pax</b> Sandwich / pasta and bottled/ canned juice/soda <b>Inclusions:</b> Venue with built in LED Screen to accommodate 220 pax for the awarding ceremony * Free flowing brewed coffee, creamer, sugar, tissue, stirrer, & purified water in dispenser *Inclusion of pica-pica table with nuts, chips or other finger food. *Reliable internet connection <b>Conditions:</b> * Each viand (meat, fish, vegetable, chicken) shall be at least 200 grams/serving * Rice – 1 cup regular size * Snacks/sandwiches, cakes & pasta should be at least 200 grams/serving	1	220,000.00	220,000.00

### Venue

- Venue must be situated within Legazpi City. It must be accessible wide parking space, concrete enclosed/soundproof hall; well-ventilated, can accommodate up to 220 persons.
- With built in LED screen to accommodate 220 pax for the awarding ceremony.

### Functionality

- Conference Hall can accommodate the required number of pax for 1 day; no viewing obstruction between the lecturers and the participants;
- Sufficient skirted tables and chairs for the participants and secretariat

**Facilities**

- Comfort rooms with sufficient water supply and clean basic facilities;
- Properly lit room;
- Functional fire escapes with proper signage and escape route map with firefighting facilities;
- Functional landline telephone;
- Free and accessible WiFi connection;
- Complete sound/public address system with at least four (4) wireless microphones, extra extension cords/wires for the use of laptops of the participants, computer and related equipment and whiteboard
- With stand-by generator set in-case of power interruption
- Assigned staff for technical assistance
- Clean and fresh appearance of all the facilities;
- Security guard on-duty for the entire duration of training.

**Note:**

- Free flowing brewed coffee w/ creamer and sugar
- Mineral water in dispenser
- Assisted Buffet

**\*\*\*Two Hundred Twenty Thousand Pesos Only\*\*\***

**220,000.00**

Department of Interior and Local Government has approved the rate by the service provider for the supply of the goods in the sum of **Two Hundred Twenty Thousand Pesos Only (220,000.00)** to be known as the contract price.

Conforme:

Very truly yours,

AIRIS A. DOWT  
Signature over Printed Name of Supplier

8  
ATTY. ARNALDO E. ESCOBAR, JR. CESO V  
REGIONAL DIRECTOR

October 20, 2022  
Date

**Fund Cluster : 01**

**Funds Available : SR2022 -02 -0244**

COREE MODESSA F. BADONG  
ACCOUNTANT III

**ORS/BURS No. :** \_\_\_\_\_

**Date of the ORS/BURS:** \_\_\_\_\_

**Amount :** \_\_\_\_\_



Republic of the Philippines  
Department of the Interior and Local Government  
Regional Office V

**REGIONAL OFFICE BIDS AND AWARDS COMMITTEE**

**NOTICE OF AWARD**

**October 18, 2022**

**The Manager**

PEPPERLAND HOTEL AND LEISURES CORPORATION  
Legazpi City

**Dear Sir/Madam:**

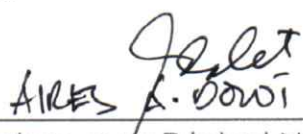
We are pleased to inform you that your quotation for the **Provision of Meals and Venue for the Conduct of 2022 LG Month Regional Awarding Ceremony: Recognizing the Unwavering Performance of Outstanding Lupong Tagapamayapa on Dispute Settlement Amidst the Covid-19 Pandemic and ICAD Advocacy Cluster Video-Making Contest Announcement of Winners on October 27, 2022** with the contract price equivalent to Two Hundred Twenty Thousand Pesos Only (220,000.00) is hereby accepted.

Please acknowledge receipt and acceptance of this Notice by signing all copies. Retain one copy and return the other to the BAC Secretariat Office, DILG Regional Office V, Rizal Street Legazpi City.

Very Truly Yours,

**ATTY. ARNALDO E. ESCOBAR, JR. CESO V**  
Regional Director



CONFORME:

By:   
(Signature over Printed Name)

Date: October 20, 2022

**"Matino, Mahusay at Maaasahan"**

 Rizal St., Legazpi City

 (052) 4801484; 4801486  (052) 4804023

 <http://region5.dilg.gov.ph>

 [region5dilg@gmail.com](mailto:region5dilg@gmail.com)





Republic of the Philippines  
Department of the Interior and Local Government  
Regional Office V

**REGIONAL OFFICE BIDS AND AWARDS COMMITTEE**

**NOTICE TO PROCEED**

**October 18, 2022**

**The Manager**

PEPPERLAND HOTEL AND LEISURES CORPORATION  
Legazpi City

**Dear Sir/Madam:**

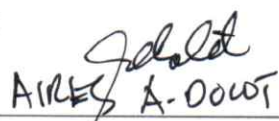
The attached Notice of Award for the **Provision of Meals and Venue for the Conduct of 2022 LG Month Regional Awarding Ceremony: Recognizing the Unwavering Performance of Outstanding Lupong Tagapamayapa on Dispute Settlement Amidst the Covid-19 Pandemic and ICAD Advocacy Cluster Video-Making Contest Announcement of Winners on October 27, 2022** has been approved, notice is hereby given to you to proceed on your delivery with the above-mentioned as stated upon the date of your receipt of this Notice.

Please acknowledge receipt and acceptance of this Notice by signing all copies on the space provided below. Retain one copy and return the other to the BAC Secretariat Office, DILG Regional Office V, Rizal Street Legazpi City.

Very Truly Yours,

  
**ATTY. ARNALDO E. ESCOBAR, JR. CESO V**  
Regional Director

CONFORME:

By:   
(Signature over Printed Name)

Date: October 26, 2022

**"Matino, Mahusay at Maaasahan"**

 Rizal St., Legazpi City  
 (052) 4801484; 4801486  (052) 4804023  
 <http://region5.dilg.gov.ph>  
 region5dilg@gmail.com



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
Regional Office V  
Legazpi City

**BAC RESOLUTION DECLARING PEPPERLAND HOTEL AND LEISURES CORPORATION AS THE BIDDER WITH THE SINGLE LOWEST CALCULATED AND RESPONSIVE BID (SLCRB) FOR THE CONTRACT: PROVISION OF MEALS AND VENUE FOR THE CONDUCT OF 2022 LG MONTH REGIONAL AWARDING CEREMONY: RECOGNIZING THE UNWAVERING PERFORMANCE OF OUTSTANDING LUPONG TAGAPAMAYAPA ON DISPUTE SETTLEMENT AMIDST THE COVID-19 PANDEMIC AND ICAD ADVOCACY CLUSTER VIDEO-MAKING CONTEST ANNOUNCEMENT OF WINNERS ON OCTOBER 27, 2022**  
**SLCRB-RFQ NO. GDS-2022-298**

**WHEREAS**, the Department of the Interior and Local Government Regional Office No. 5 requested quotation/s for the project: **PROVISION OF MEALS AND VENUE FOR THE CONDUCT OF 2022 LG MONTH REGIONAL AWARDING CEREMONY: RECOGNIZING THE UNWAVERING PERFORMANCE OF OUTSTANDING LUPONG TAGAPAMAYAPA ON DISPUTE SETTLEMENT AMIDST THE COVID-19 PANDEMIC AND ICAD ADVOCACY CLUSTER VIDEO-MAKING CONTEST ANNOUNCEMENT OF WINNERS ON OCTOBER 27, 2022** with an Approved Budget for the Contract (ABC): Two Hundred Twenty Thousand Pesos (220,000.00).

**WHEREAS**, the BAC resorted to **LEASE OF REAL PROPERTY AND VENUE (53.10)** as an alternative mode of procurement posted in the Project Bulletin Board for the period from October 11, 2022 to October 17, 2022.

**WHEREAS**, the committee waived the formalities of competitive bidding procedures, the evaluation shall be per lot basis.

**WHEREAS**, the BAC Secretariat presented Three (3) quotations from bidders/suppliers as follows:

BIDDER	BID AMOUNT	REMARKS
PEPPERLAND HOTEL AND LEISURES CORPORATION	Php 220,000.00	SLCRB
LA VENEZIA HOTEL & SPA INC.	Php 250,000.00	DQ: EXCEEDED ABC
ALICIA HOTEL	DQ: NO ELIGIBILITY DOCUMENTS SUBMITTED	DQ: NO ELIGIBILITY DOCUMENTS SUBMITTED

**WHEREAS**, upon examination, validation and verification of all the eligibility, technical and financial requirements submitted by **PEPPERLAND HOTEL AND LEISURES CORPORATION** its bid was found to be responsive;

**WHEREAS**, the BAC declared and recommended **PEPPERLAND HOTEL AND LEISURES CORPORATION** as the Single Lowest Calculated and Responsive Bidder.

**NOW, THEREFORE**, We, the members of the Bids and Awards Committee, hereby **RESOLVE**, as it is hereby **RESOLVED**

To recommend for the approval and awarding of as the bidder with the Single lowest calculated and responsive bid for the contract **PROVISION OF MEALS AND VENUE FOR THE CONDUCT OF 2022 LG MONTH REGIONAL AWARDING CEREMONY: RECOGNIZING THE UNWAVERING PERFORMANCE OF OUTSTANDING LUPONG TAGAPAMAYAPA ON DISPUTE SETTLEMENT AMIDST THE COVID-19 PANDEMIC AND ICAD ADVOCACY CLUSTER VIDEO-MAKING CONTEST ANNOUNCEMENT OF WINNERS ON OCTOBER 27, 2022** with the amount of Two Hundred Twenty Thousand Pesos Only (220,000.00).

RESOLVED, at the DILG RO Training Hall this 17<sup>th</sup> day of October, 2022.

  
**MARILI M. PECSON**  
Provisional Member

  
**ALFREDO L. SALLAN**  
Regular Member

  
**ANTONIO H. PASANO**  
Regular Member

  
**MA. RUTHEL P. GIGANTOCA**  
BAC Chairperson

  
**AMALINE R. COLINA**  
Regular Member

  
**MAE G. CLEMENTE**  
Regular Member

☒ Approved

☐ Disapproved

  
**ATTY. ARNALDO E. ESCOBAR, JR. CESO V**  
Regional Director