



PURCHASE ORDER

COA-DILG-RO-V
RECEIVED
Appendix 61
12/09/22
SIGNATURE DATE

Supplier : VRT CORPORATION	P.O. No. GDS-2022-404
Address : Legazpi City	Date : December 02, 2022
TIN : 000-073-208-000	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, Venue with Accommodation for the Conduct of 2022 YEAREND PERFORMANCE ASSESSMENT IN THE IMPLEMENTATION OF LOCALLY FUNDED PROJECTS, PRAISE AWARDED (BICOL BIDA) MANAGEMENT REVIEW AND CULTURAL AND SPORTS ACTIVITY

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	1. Breakfast and Accommodation for 227 pax on December 19, 2022 2. Full Board Meals for 420 Pax (December 20-22, 2022) And Accommodation for 227 (December 20-22, 2022) 3. Free use of Covered Court and Sports Facilities 4. Free Use of Hall for the entire duration of the activity 5. Free Use of LED Wall 6. With Strong Wifi Connection 7. Venue must have wide parking around the hotel	1	2,900,000.00	2,900,000.00
*** Two Million Nine Hundred Thousand Pesos Only***					2,900,000.00

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 Million Nine Hundred Thousand Pesos Only (2,900,000.00)** to be known as the contract price.

Conforme:

MRS. ANIE ALINERO
Signature over Printed Name of Supplier
09 DEC 2022
Date

Very truly yours,

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

Fund Cluster : 01	ORS/BURS No. : _____
Funds Available : SR2022-07-1414	Date of the ORS/BURS: _____
DEC 02 2022 COREE MODESSA F. BADONG ACCOUNTANT III	Amount : _____

Lease of Venue Requirements

PROVISION OF MEALS, VENUE WITH ACCOMMODATION FOR THE CONDUCT OF 2022 YEAREND PERFORMANCE ASSESSMENT IN THE IMPLEMENTATION OF LOCALLY FUNDED PROJECTS, PRAISE AWARDING (BICOL BIDA) MANAGEMENT REVIEW AND CULTURAL AND SPORTS ACTIVITY

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 **420 persons**.

Functionality

- Conference room can accommodate the required number of pax for the **Four (4) day training day**; no viewing obstruction between the lecturers and the participants;
- Sufficient skirted tables and chairs for the participants and secretariat
- Four (4) persons per table.
- Conducive for learning and well ventilated.
- With LED Monitor for lecture purposes (for visual-aid efficiency and clarity)

Facilities

- Air-conditioned rooms with complete beddings, service water and room assistance good for **227 participants**
- 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 two (2) wireless microphones, multimedia projector with screen, 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:

- Breakfast and Accommodation for 227 pax on December 19, 2022
- Full Board Meals for 420 Pax (December 20-22, 2022) And Accommodation for 227 (December 20-22, 2022)
- Free use of Covered Court and Sports Facilities
- Free Use of Hall for the entire duration of the activity
- Free Use of LED Wall
- With Strong Wifi Connection
- Venue must have wide parking around the hotel

Catering

Day 0 – December 19, 2022 (Breakfast with Accommodation) @227 PAX

Breakfast	AM Snacks	Lunch	PM Snacks	Dinner 6:00 PM
Steamed rice with meat, fish and vegetable viand, fruits bottled mineral water 500 ml. Chocolate drink/ Coffee				

Day 1 – December 20, 2022 (Full Board Meals @420 Pax) (Accommodation 227)

Breakfast 7:00 AM	AM Snacks	Lunch 12:00 NN	PM Snacks	Dinner 6:00 PM
Steamed rice with meat, fish and vegetable viand, fruits bottled mineral water 500 ml. Chocolate drink/ Coffee	Sandwich / pasta and bottled/ canned juice	Steamed rice with meat, fish and vegetable viand, fruits bottled mineral water 500 ml. Chocolate drink/ Coffee	Sandwich / pasta and bottled/ canned juice	Steamed rice with meat, fish and vegetable viand, fruits bottled mineral water 500 ml. Chocolate drink/ Coffee

Day 2 – December 21, 2022 (Full Board Meals @420 Pax) (Accommodation 227)

Breakfast 7:00 AM	AM Snacks	Lunch 12:00 NN	PM Snacks	Dinner 6:00 PM
Steamed rice with meat, fish and vegetable viand, fruits bottled mineral water 500 ml. Chocolate drink/ Coffee	Sandwich / pasta and bottled/ canned juice	Steamed rice with meat, fish and vegetable viand, fruits bottled mineral water 500 ml. Chocolate drink/ Coffee	Sandwich / pasta and bottled/ canned juice	Steamed rice with meat, fish and vegetable viand, fruits bottled mineral water 500 ml. Chocolate drink/ Coffee

Day 3 – December 22, 2022 (Full Board Meals @420 Pax) (Accommodation 227)


Breakfast 7:00 AM	AM Snacks	Lunch 12:00 NN	PM Snacks	Dinner 6:00 PM
Steamed rice with meat, fish and vegetable viand, fruits bottled mineral water 500 ml. Chocolate drink/ Coffee	Sandwich / pasta and bottled/ canned juice	Steamed rice with meat, fish and vegetable viand, fruits bottled mineral water 500 ml. Chocolate drink/ Coffee	Sandwich / pasta and bottled/ canned juice	Steamed rice with meat, fish and vegetable viand, fruits bottled mineral water 500 ml. Chocolate drink/ Coffee

Other Requirements:


- Two (4) nights' accommodation (air-conditioned room).
- Free flowing brewed coffee w/ creamer and sugar
- Mineral water in dispenser
- Assisted Buffet

TOTAL AMOUNT: Php 2,948,300.00

Prepared By:


MA. GRACE JOY U. TANGO
Planning Officer III

Reviewed By:


ALFREDO L. SALLAN
Chief Admin. Officer



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

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REGIONAL OFFICE BIDS AND AWARDS COMMITTEE

NOTICE OF AWARD

December 02, 2022

The Manager
VRT CORPORATION
Legazpi City

Dear Sir/Madam:

We are pleased to inform you that your quotation for **Provision of Meals, Venue with Accommodation for the Conduct of 2022 YEAREND PERFORMANCE ASSESSMENT IN THE IMPLEMENTATION OF LOCALLY FUNDED PROJECTS, PRAISE AWARDING (BICOL BIDA) MANAGEMENT REVIEW AND CULTURAL AND SPORTS ACTIVITY** with the contract price equivalent to Two Million Nine Hundred Thousand Pesos Only (2,900,000.00) 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. ESCOBER, JR. CESO V
Regional Director

CONFORME:

By:

(Signature over Printed Name)

Date: _____

"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

REGIONAL OFFICE BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

December 02, 2022

The Manager
VRT CORPORATION
Legazpi City

Dear Sir/Madam:

The attached Notice of Award for the **Provision of Meals, Venue with Accommodation for the Conduct of 2022 YEAREND PERFORMANCE ASSESSMENT IN THE IMPLEMENTATION OF LOCALLY FUNDED PROJECTS, PRAISE AWARDING (BICOL BIDA) MANAGEMENT REVIEW AND CULTURAL AND SPORTS ACTIVITY** 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: 09 DEC 2022

"Matino, Mahusay at Maaasahan"

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



BAC RESOLUTION DECLARING VRT CORPORATION WITH THE SINGLE LOWEST CALCULATED AND RESPONSIVE BID (SLCRB) FOR THE CONTRACT: PROVISION OF MEALS, VENUE WITH ACCOMMODATION FOR THE CONDUCT OF 2022 YEAREND PERFORMANCE ASSESSMENT IN THE IMPLEMENTATION OF LOCALLY FUNDED PROJECTS, PRAISE AWARDING (BICOL BIDA) MANAGEMENT REVIEW AND CULTURAL AND SPORTS ACTIVITY
SLCRB-RFQ NO. GDS-2022-404

WHEREAS, the Department of the Interior and Local Government Regional Office No. 5 requested quotation/s for the **PROVISION OF MEALS, VENUE WITH ACCOMMODATION FOR THE CONDUCT OF 2022 YEAREND PERFORMANCE ASSESSMENT IN THE IMPLEMENTATION OF LOCALLY FUNDED PROJECTS, PRAISE AWARDING (BICOL BIDA) MANAGEMENT REVIEW AND CULTURAL AND SPORTS ACTIVITY** with an Approved Budget for the Contract (ABC): Two Million Nine Hundred Forty-Eight Thousand Three Hundred Pesos (2,948,300.00).

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 November 18, 2022 to December 01, 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
VRT CORPORATION	Php 2,900,000.00	SLCRB
PEPPERLAND HOTEL	Venue can accommodate for 350 Pax Only	Non-Compliant to Technical Specs
THE MARISON HOTEL	DQ: NO RETURNED RFQ	DQ: NO RETURNED RFQ

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

WHEREAS, the BAC declared and recommended **VRT 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, VENUE WITH ACCOMMODATION FOR THE CONDUCT OF 2022 YEAREN PERFORMANCE ASSESSMENT IN THE IMPLEMENTATION OF LOCALLY FUNDED PROJECTS, PRAISE AWARDING (BICOL BIDA) MANAGEMENT REVIEW AND CULTURAL AND SPORTS ACTIVITY** with the amount of Two Million Nine Hundred Thousand Pesos Only (2,900,000.00).

RESOLVED, at the DILG RO V LGRRRC Library this 1st day of December, 2022.

MA. GRACE JOY U. TANGO
Provisional Member

ALFREDO L. SALLAN
Regular Member

MAE G. CLEMENTE
Regular Member

MA. RUTHEL P. GIGANTOCA
BAC Chairperson

DARLYN D. AYENDE
BAC Vice-Chairperson

☒ **Approved**

☐ **Disapproved**

ATTY. ARNALDO E. ESCOBER, JR. CESO V
Regional Director