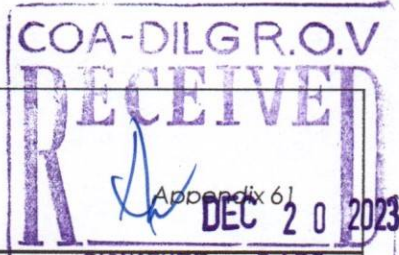




PURCHASE ORDER



Supplier NINONG'S HOTEL	P.O. No. GDS-2023-367
Address Legazpi City	Date : December 11, 2023
TIN : 005-769-679-005	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, and Accommodation for the Crafting Impactful and Synergistic Content: Technical Writing, Social Media Engagement, AVP Production, and Photo Lay Outing Workshop on December 14-15, 2023

Place of Delivery : DILG Regional Office V	Delivery Term : As Stated
Date of Delivery :	Payment Term :

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	14 December 2023 - Lunch (11:30 AM) Garlic Buttered Chicken, Stir Fried Cabbage, Mushroom Soup, Steamed Rice, Fresh Banana, Iced Tea	26	500.00	13,000.00
2	pax	14 December 2023 - PM Snacks (3:00 PM) Sisig Pansit, Toasted Siopao, Softdrink/Juice	26	150.00	3,900.00
3	pax	14 December 2023 - Dinner (5:30 PM) Steamed rice, Liempo, Lumpia Shanghai, Tortang Talong, Buko Salad, Bottled Water	26	500.00	13,000.00
4	pax	15 December 2023 - Breakfast (6:30 AM) Garlic Rice, Omelette, Laing/Dried Fish, Fresh Fruits, Coffee/Hot Choco	26	400.00	10,400.00
5	pax	15 December 2023 - AM Snacks (9:30 PM) Spaghetti, Toasted Bread, Mango Juice	26	150.00	3,900.00
6	pax	15 December 2023 - Lunch (11:30 AM) Steamed Rice, Bicol Express, Tuna Adobo, Pinangat, Mango Tapioco, Bottled Water	26	500.00	13,000.00
7	pax	15 December 2023 - PM Snacks (3:00 PM) Tuna Pasta, Chips, Softdrinks in Can	26	150.00	3,900.00
8	pax	15 December 2023 - Dinner (5:30 PM) Steamed Rice, Garlic Tuna, Lechon Kawali, Sauteed Broccoli, Banana, Bottled Water	26	500.00	13,000.00
9	pax	14 December 2023 - Room Accommodation	7	1,300.00	9,100.00
10	pax	15 December 2023 - Room Accommodation	3	1,300.00	3,900.00

		For Meals: - Manner of Serving: Buffet/Plated; Free flowing water in a dispenser & brewed coffee with creamer and sugar; No Single use plastic cups and utensils; with waitress/waitresses			
		For Rooms: - well ventilated rooms; with strong internet/WIFI connection; with complete toiletries; 24 hr available room service			
		For Venue: - Venue located in Legazpi City; can accommodate up to 50 pax; Use of Venue (Dec 14 - 9:00AM-5:00PM) and (Dec 15 - (8:00AM-12:00PM); with projector screen; wide parking space; concrete enclosed/soundproof hall; well-ventilated; free and strong WIFI connection; with tablesand chairs; with bathroom near the hall;			

Venue
- Venue must be situated within **Legazpi City**. It must be accessible, with wide parking space, concrete enclosed/soundproof hall; well-ventilated, can accommodate up to **30 persons**.

Functionality

- Theatre Hall/Conference room can accommodate the required number of pax for **two (2) days**; no viewing obstruction between the lecturers and the participants;
- Sufficient skirted tables (12 pax/table) and chairs for the participants and Secretariat
- With **projector** (preferred dimension: 2.8 m x 4.8 m)
- Air-Conditioned

Facilities

- Air-conditioned **TWIN/FAMILY SHARING rooms** with complete beddings, service water and room assistance good for up to 186 guests
- 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 fast WiFi connection in rooms and Theatre/Conference Room
- With built in LED Wall (preferred dimension: 2.8 m x 4.8 m), at least (5) wireless microphones, extra tables (12 pax/table) and chairs, 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 activity

Note

- Two (2) nights accommodation
- Twin/Family Sharing Room
- Free flowing brewed coffee w/ creamer and sugar
- Mineral water in dispenser
- Assisted Buffet

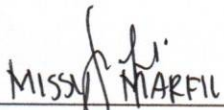
Eighty Seven Thousand One Hundred Pesos Only

87,100.00

Department of the Interior and Local Government has approved the rate by the service provider for the supply of the goods in the sum of **Eighty Seven Thousand One Hundred Pesos Only (87,100.00)** to be known as the contract price.


Conforme:

Very truly yours,


Signature over Printed Name of Supplier

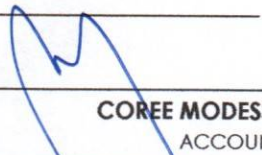
13 DEC 2023

Date


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

Fund Cluster : 01

Funds Available :


COREE MODESSA F. BADONG
ACCOUNTANT III

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : _____

RCSF Fund



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

BAC RESOLUTION DECLARING NINONG'S HOTEL THE BIDDER WITH THE SINGLE LOWEST CALCULATED AND RESPONSIVE BID (SLCRB) FOR THE CONTRACT: PROVISION OF MEALS, VENUE, AND ACCOMMODATION FOR THE CRAFTING IMPACTFUL AND SYNERGISTIC CONTENT: TECHNICAL WRITING, SOCIAL MEDIA ENGAGEMENT, AVP PRODUCTION, AND PHOTO LAY OUTING WORKSHOP ON DECEMBER 14-15, 2023
SLCRB-RFQ NO.GDS-2023-367

WHEREAS, the Department of the Interior and Local Government Regional Office No. 5 requested quotation/s for the **PROVISION OF MEALS, VENUE, AND ACCOMMODATION FOR THE CRAFTING IMPACTFUL AND SYNERGISTIC CONTENT: TECHNICAL WRITING, SOCIAL MEDIA ENGAGEMENT, AVP PRODUCTION, AND PHOTO LAY OUTING WORKSHOP ON DECEMBER 14-15, 2023** with an Approved Budget for the Contract (ABC): Eighty Seven Thousand One Hundred Pesos (87,100.00).

WHEREAS, the committee waived the formalities of competitive bidding procedures and resorted to **LEASE OF REAL PROPERTY AND VENUE (53.10)** as an alternative mode of procurement;

WHEREAS, said procurement was posted in the Project Bulletin Board for the period from November 30, 2023 to December 6, 2023, the evaluation shall be per lot basis;

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

BIDDER	BID AMOUNT	REMARKS
NINONG'S HOTEL	Php 87,100.00	S/LCRB
HOTEL ST. ELLIS	Php 113,600.00	DQ: EXCEEDED ABC NO ATTACHMENT NO PHILGEPS NUMBER
THE MARISON HOTEL	DQ: NO ATTACHMENT NO PHILGEPS NUMBER	DQ: NO ATTACHMENT NO PHILGEPS NUMBER

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

WHEREAS, the BAC declared and recommended **NINONG'S HOTEL** 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, AND ACCOMMODATION FOR THE CRAFTING IMPACTFUL AND SYNERGISTIC CONTENT: TECHNICAL WRITING, SOCIAL MEDIA ENGAGEMENT, AVP PRODUCTION, AND PHOTO LAY OUTING WORKSHOP ON DECEMBER 14-15, 2023** with the amount of Eighty Seven Thousand One Hundred Pesos Only (87,100.00).

RESOLVED, at the DILG RO V Conference Room this 7th day of December 2023.

AMALINE R. COLINA
Regular Member

RICO E. GAURINO
Regular Member

ATTY. MAGDALENA A. BORBE-MALLARI
Regular Member

MA. RUTHEL P. GIGANTOCA
BAC Vice-Chairperson

DARLYN D. AYENDE
BAC Chairperson

☒ Approved

☐ Disapproved

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



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

REGIONAL OFFICE BIDS AND AWARDS COMMITTEE

NOTICE OF AWARD

December 11, 2023

The Manager
NINONG'S HOTEL
Legazpi City

Dear Sir/Madam:

We are pleased to inform you that your quotation for the **Provision of Meals, Venue, and Accommodation for the Crafting Impactful and Synergistic Content: Technical Writing, Social Media Engagement, AVP Production, and Photo Lay Outing Workshop on December 14-15, 2023** with the contract price equivalent to Eighty Seven Thousand One Hundred Pesos Only (87,100.00) 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

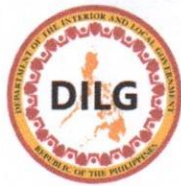
CONFORME:

By: MISSY MARFIL
(Signature over Printed Name)

Date: 13 DEC 2023

"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 11, 2023

The Manager
NINONG'S HOTEL
Legazpi City

Dear Sir/Madam:

The attached Notice of Award for the **Provision of Meals, Venue, and Accommodation for the Crafting Impactful and Synergistic Content: Technical Writing, Social Media Engagement, AVP Production, and Photo Lay Outing Workshop on December 14-15, 2023** has been approved; notice is hereby given to you to proceed on your delivery with the above-mentioned, as stated upon 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:

MISSY MARFIL
(Signature over Printed Name)

Date: 13 DEC 2023

"Matino, Mahusay at Maaasahan"

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 region5dilg@gmail.com