



Document Code
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Page 1 of 1

Appendix 61

COA DILG RO V RECEIVED

SIGNATURE

DATE

PURCHASE ORDER

Supplier : ARVO COMMERCIAL CORPORATION	P.O. No. GDS-2022-305
Address : Legazpi City	Date : October 18, 2022
TIN : 008-067-153-000	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 and Venue for the conduct of Pagsulong: Embracing the Challenges of COVID-19 Gearing Towards Recovery on October 23-24, 2022 in Legazpi City, Albay.

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	Day 1 - October 23, 2022 @150 Pax PACKED AM SNACK 9:30AM Colonial Burger & Iced Tea PACKED LUNCH 11:30AM Grilled Tuna, Vegetarian Spring Roll, Tinapa Fried Rice , Iced Tea and Ice Cream Cup PACKED PM SNACK 3:00PM Pasta Bicolana and Iced Tea Day 2 - October 24, 2022 @150 Pax PACKED AM SNACK 9:30AM Fresh Lumpia ,Pink Lemonade PACKED LUNCH 11:30AM Baby Back Ribs, Vegetarian Spring Roll, Tinapa Rice, Iced Tea, Ice Cream Cup PACKED PM SNACK 3:00PM Pansit Guisado and Iced Tea	1	210,000.00	210,000.00

Manner of Serving: Packed meals (presentable bento box) with waiters with facemask and face shields
Time of Serving: AM Snacks- 9:30 ; Lunch- 11:30 AM, PM Snacks- 3:00 PM
Free flowing water in a dispenser & brewed coffee with creamer and sugar.

Venue:
● Situated within Legazpi City, Albay accessible by PUV with wide parking space; with activity center that has open space and can accommodate 150-200 persons for the period of October 23-24, 2022 taking into consideration the requirements on SOCIAL DISTANCING AND MINIMUM PUBLIC HEALTH STANDARDS.

Functionality
● Activity center that can accommodate the required number of pax for two (2) days; no viewing obstruction between the lecturers and the participants.
● Sufficient skirted tables & chairs for the participants and Secretariat;
● With platform stage that accommodate up to 20 people;
● Conducive for learning and well ventilated.

Facilities

- Free and accessible Wi-Fi Connection; Fast
- Podium and microphone stand/holder;
- Comfort Rooms with sufficient water supply and clean basic facilities;
- Properly lit room;
- Functioning fire escapes with proper signage and escape route map; sufficient number of fire-fighting facilities;
- Complete sound/public address system with at least 5 wireless microphones; provide multimedia projector with screen and writing board; provide extension wires/cord to accommodate the needs of the secretariat and the performing band (at least 6 extension wires);
- With complete ICT equipment and technical personnel to support the operation of musical instruments, LED screen and other ICT equipment;
- IBM table (presentation tables) and chairs; separate table for secretariat;
- Sanitation stations / free alcohol dispenser
- Sofa chairs and coffee table for talk show setup;

OTHER Requirements

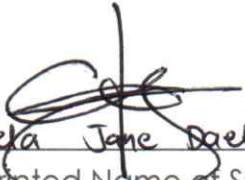
- Standby generator set in case of power interruption; assigned staff for technical assistance;
- Free tarpaulin backdrop (5ftx6ft) and welcome streamer; clean and fresh appearance; no comfort room odor
- Fast internet speed and strong WIFI Connection that can accommodate all participants
- Security Guard on-duty for the entire duration of activity.

Two Hundred Ten Thousand Pesos Only	210,000.00
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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 Ten Thousand Pesos Only (210,000.00)** to be known as the contract price.

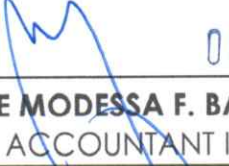
Conforme:

Very truly yours,


Carmela Jane Daet
Signature over Printed Name of Supplier


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

Oct. 21, 2022
Date

Fund Cluster : 01
Funds Available : LDAP ADA No. 03-050-0294

OCT 21 2022
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

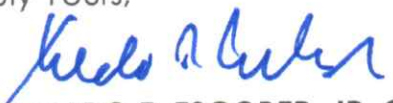
The Manager
ARVO COMMERCIAL CORPORATION
Legazpi City

Dear Sir/Madam:

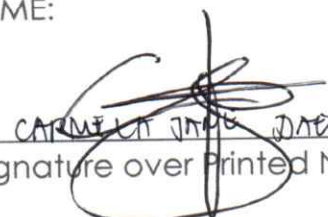
We are pleased to inform you that your quotation for the **Provision of Meals and Venue for the conduct of Pagsulong: Embracing the Challenges of COVID-19 Gearing Towards Recovery on October 23-24, 2022 in Legazpi City, Albay** with the contract price equivalent to Two Hundred Ten Thousand Pesos Only (210,000.00) 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: 10-21-2022

"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

REGIONAL OFFICE BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

October 18, 2022

The Manager

ARVO COMMERCIAL CORPORATION
Legazpi City

Dear Sir/Madam:


The attached Notice of Award for the **Provision of Meals and Venue for the conduct of Pagsulong: Embracing the Challenges of COVID-19 Gearing Towards Recovery on October 23-24, 2022 in Legazpi City, Albay** 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: 10-21-2022

"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 ARVO COMMERCIAL 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 PAGESULONG: EMBRACING THE CHALLENGES OF COVID-19 GEARING TOWARDS RECOVERY ON OCTOBER 23-24, 2022 IN LEGAZPI CITY, ALBAY.
SLCRB-RFQ NO. GDS-2022-305

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 PAGESULONG: EMBRACING THE CHALLENGES OF COVID-19 GEARING TOWARDS RECOVERY ON OCTOBER 23-24, 2022 IN LEGAZPI CITY, ALBAY** with an Approved Budget for the Contract (ABC): Two Hundred Ten Thousand Pesos (210,000.00).

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
ARVO COMMERCIAL CORPORATION	Php 210,000.00	SLCRB
PACIFIC MALL LEGAZPI	DQ: NO RETURNED RFQ	DQ: NO RETURNED RFQ
SM LEGAZPI	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 **ARVO COMMERCIAL CORPORATION** its bid was found to be responsive;

WHEREAS, the BAC declared and recommended **ARVO COMMERCIAL 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 PAGESULONG: EMBRACING THE CHALLENGES OF COVID-19 GEARING TOWARDS RECOVERY ON OCTOBER 23-24, 2022 IN LEGAZPI CITY, ALBAY** with the amount of Two Hundred Ten Thousand Pesos Only (210,000.00).

RESOLVED, at the DILG RO Training Hall this 17th 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