



PURCHASE ORDER

Supplier HOTEL INIGO	P.O. No. GDS-2023-239
Address Legazpi City	Date : August 8, 2023
TIN : 747-850-826-000	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 and Accommodation for the conduct of Mid-Year Program Assessment of LGSF Project Implementation and 2nd Sem Target Setting for Cascading to Different Operating Units

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	Lot	August 9, 2023	1	299,900.00	299,900.00
		AM Snack @50 pax			
		Baked Mac, Toasted Bread, Coke in Can			
		Lunch @50 pax			
		Plain Rice, Stir Fry Veggies, Tuna Steak, Pork Sinigang, Fresh Fruits			
		PM Snack @50 pax			
		Pansit Canton Guisado, Siopao, Juice			
		Dinner @50 pax			
		Steamed Rice, Egg drop soup, pork broccoli, fresh fruit slices, pine apple juice in can			
		August 10, 2023			
		AM Snack @50 pax			
		Empanada, Mac Salad, Iced Tea			
		Lunch @50 pax			
		Rice, Lechon Kawali, Sweet and Sour Fish, Fresh Garden Salad, Clear Soup, Fruits			
		PM Snack @50 pax			
		Sandwich, Fries, Juice			
		Dinner @50 pax			
		Steamed Rice, Misua soup with patola, chicken cordon bleu, pinangat, fresh fruit slices			
		August 11, 2023			
		AM Snack @50 pax			
		Burger, Chips, Juice			
		Lunch @50 pax			
		Plain Rice, Korean Pork, Seafoods Chopsuey, Crab and Corn Soup			

	PM Snack @50 pax Tuna Pasta, Butter Bread, Soda Dinner @50 pax Fish Steak, Stir Fry Vegetables, Tinolang Manok, Fruits ACCOMMODATION: @15pax with Complimentary Breakfast Day 0: August 8, 2023 Day 1: August 9, 2023 Day 2: August 10, 2023 Day 3: August 11, 2023 Male - 2 rooms with TWIN BED and 1 room with TRIPLE BED Female - 4 rooms with TWIN BED			
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Venue
- Venue must be situated within Albay, accessible with PUV with wide parking space, concrete enclosed/soundproof hall; well-ventilated, can accommodate up to 50 persons.

Functionality
- Training Hall can accommodate the required number of pax; no viewing obstruction between the lecturers and the participants.
- Sufficient skirted tables & chairs for the participants and Secretariat;
- Conducive for learning and well ventilated.

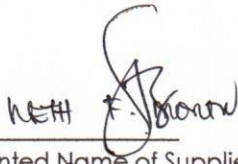

Facilities
- Comfort Rooms with sufficient water supply and clean basic facilities;
- Properly lit room;
- Functioning fire escapes with proper signage and escape route map; sufficient number of fire-fighting facilities;
- Free and accessible Wi-Fi Connection;
- Complete sound/public address system with at least 3 wireless microphones; provide multimedia projector with screen and writing board; provide extension wires/cord to accommodate 50 participants with at least 3-4 wires; with LCD projector and writing board.
- IBM table (presentation tables) and chairs; separate table for secretariat
- Sanitation stations/ free alcohol dispenser


Other Requirements:
- Standby generator set in case of power interruption; assigned staff for technical assistance
- Free tarpaulin backdrop (6ft x 8ft) and welcome streamer/tv signage; 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 entire duration of training.
- With wide parking space.

Two Hundred Ninety Nine Thousand Nine Hundred Pesos Only	299,900.00
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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 **Two Hundred Ninety Nine Thousand Nine Hundred Pesos Only (299,900.00)** to be known as the contract price.

Conforme:


Signature over Printed Name of Supplier

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

BAC RESOLUTION DECLARING HOTEL INIGO THE BIDDER WITH THE SINGLE LOWEST CALCULATED AND RESPONSIVE BID (SLCRB) FOR THE CONTRACT: PROVISION OF MEALS, VENUE AND ACCOMMODATION FOR THE CONDUCT OF MID-YEAR PROGRAM ASSESSMENT OF LGSF PROJECT IMPLEMENTATION AND 2ND SEM TARGET SETTING FOR CASCADING TO DIFFERENT OPERATING UNITS
SLCRB-RFQ NO.GDS-2023-239

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 CONDUCT OF MID-YEAR PROGRAM ASSESSMENT OF LGSF PROJECT IMPLEMENTATION AND 2ND SEM TARGET SETTING FOR CASCADING TO DIFFERENT OPERATING UNITS** with an Approved Budget for the Contract (ABC): Three Hundred Thousand Nine Hundred Pesos (300,900.00).

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 August 2, 2023 to August 7, 2023.

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
HOTEL INIGO	Php 299,900.00	S/LCRB
THE MARISON	Php 465,000.00	DQ: EXCEEDED ABC
PEPPERLAND HOTEL	DQ: EXPIRED PHILGEPS	DQ: EXPIRED PHILGEPS

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

WHEREAS, the BAC declared and recommended **HOTEL INIGO** 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 CONDUCT OF MID-YEAR PROGRAM ASSESSMENT OF LGSF PROJECT IMPLEMENTATION AND 2ND SEM TARGET SETTING FOR CASCADING TO DIFFERENT OPERATING UNITS** with the amount of Two Hundred Ninety Nine Thousand Nine Hundred Pesos Only (299,900.00).


RESOLVED, at the DILG RO V Conference Room this 8th day of August 2023.


RICO E. GAURINO
Regular Member


AMALINE R. COLINA
Regular Member


ATTY. MAGDALENA A. BORBE-MALLARI
Regular Member


MA. GRACE JOY U. TANGO
Regular Member


NARCISA M. CLAVERON
Provisional Member

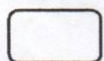

LUNINGNING Z. BRAZIL
Provisional Member


DARLYN D. AYENDE
BAC Chairperson


MA. RUTHEL F. GIGANTOCA
BAC Vice-Chairperson



Approved



Disapproved


ATTY. ARNALDO E. ESCOBAR, 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

August 8, 2023


The Manager
HOTEL INIGO
Legazpi City

Dear Sir/Madam:

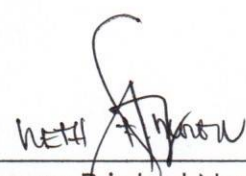
We are pleased to inform you that your quotation for the **Provision of Meals, Venue and Accommodation for the conduct of Mid-Year Program Assessment of LGSF Project Implementation and 2nd Sem Target Setting for Cascading to Different Operating Units** with the contract price equivalent to Two Hundred Ninety Nine Thousand Nine Hundred Pesos Only (299,900.00) 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: 8/8/23

“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

August 8, 2023


The Manager
HOTEL INIGO
Legazpi City

Dear Sir/Madam:

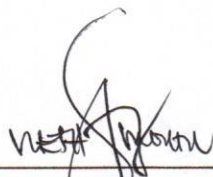
The attached Notice of Award for the **Provision of Meals, Venue and Accommodation for the conduct of Mid-Year Program Assessment of LGSF Project Implementation and 2nd Sem Target Setting for Cascading to Different Operating Units** has been approved; notice is hereby given to you to proceed on your 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: 
(Signature over Printed Name)


Date: 
8/8/23

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