



Republic of the Philippines  
 Department of the Interior and Local Government  
 Regional Office No. V, Rizal Street, Legazpi City

COA-DILGR.G.V  
**RECEIVED**  
 JUL 2 2024  
 Appendix 61  
 SIGNATURE DATE

**PURCHASE ORDER**

Supplier **LA VENEZIA HOTEL & SPA, INC.**  
 Address Legazpi City  
 TIN : 005-434-711-00000

P.O. No **GDS-2024-107**  
 Date : June 21, 2024  
 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 Training Workshop on Municipal Water System and Sanitation Master Plan (MWSSMP) on June 24-28, 2024**

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	<b>June 24, 2024 - Day 1</b>	1	305,000.00	305,000.00
		<b>Dinner (6:00 PM) @11 pax</b>			
		Steamed Rice Sinigang na Baboy Fish Fillet Canned fruit Juice			
		<b>Accommodation: Day 1 (June 24, 2024)</b>			
		<b>11 pax (2-3 pax per room)</b>			
		<b>June 25, 2024 - Day 2</b>			
		<b>Breakfast (6:00-7:30 AM) @40 pax</b>			
		Steamed Rice Pork Tocino Scrambled Egg Hot Choco			
		<b>AM Snacks (10:00 AM) @40 pax</b>			
		Tuna and Egg Sandwich Potato chips Blue Lemonade			
<b>Lunch (11:30 AM) @40 pax</b>					
Steamed Rice Soap of the Day Fried Chicken Chop suey Coke in Canned					
<b>PM Snacks (3:00 PM) @40 pax</b>					
Tuna Aglio Olio Garlic Bread Blue Lemonade					
<b>Dinner (6:00 PM) @40 pax</b>					
Steamed Rice Soap of the Day Lechon Kawali Fresh Lumpia Coke in Canned					

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	<p><b>Accommodation: Day 2 (June 25, 2024)</b></p> <p><b>31 pax (2-3 pax per room)</b></p> <p><b>June 26, 2024 - Day 3</b></p> <p><b>Breakfast (6:00-7:30 AM) @40 pax</b></p> <p>Steamed Rice          Corned Beef          Sunny Side up Egg          Hot Choco</p> <p><b>AM Snacks (10:00 AM) @40 pax</b></p> <p>Pancit Guisado          Pork Empanada          Juice in Canned</p> <p><b>Lunch (11:30 AM) @40 pax</b></p> <p>Steamed Rice          Soup of the Day          Pork Creamy          Mushroom Sauce          Sauteed vegetables          Coke in Canned</p> <p><b>PM Snacks (3:00 PM) @40 pax</b></p> <p>Clubhouse Sandwich          Potato Chips          Juice in Canned</p> <p><b>Dinner (6:00 PM) @40 pax</b></p> <p>Steamed Rice          Soup of the Day          Pork Broccoli          Crispy Shrimp Tempura          Coke in Canned</p> <p><b>Accommodation: Day 3 (June 26, 2024)</b></p> <p><b>31 pax (2-3 pax per room)</b></p> <p><b>June 27, 2024 - Day 4</b></p> <p><b>Breakfast (6:00-7:30 AM) @40 pax</b></p> <p>Steamed Rice          Sunny side up Egg          2 pcs Sweet Ham          Hot Choco</p> <p><b>AM Snacks (10:00 AM) @40 pax</b></p> <p>Baked Lasagna          Fries          Juice in Canned</p> <p><b>Lunch (11:30 AM) @40 pax</b></p> <p>Steamed Rice          Pork Kare-Kare          Cordon Bleu          Coke in Canned</p> <p><b>PM Snacks (3:00 PM) @40 pax</b></p> <p>Tuna Egg Sandwich          Potato Chips          Juice in Canned</p>			
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	<p><b>Dinner (6:00 PM) @40 pax</b></p> <p>Steamed Rice Chicken Fillet Ginisang Gulay Lumpia Coke in Canned</p>		
	<p><b>Accommodation: Day 4 (June 27, 2024)</b></p>		
	<p><b>11 pax (2-3 pax per room)</b></p>		
	<p><b>June 28, 2024 - Day 5</b></p>		
	<p><b>Breakfast (6:00-7:30 AM) @11 pax</b></p> <p>Steamed Rice Luncheon Meat Cheese Hotdog Hot Choco</p>		
	<p><b>Other Requirements:</b></p> <ul style="list-style-type: none"> <li>- Flowing brewed coffee w/ creamer and sugar.</li> <li>- Mineral Water in dispenser.</li> <li>- Assisted Buffet</li> <li>- Free tarpaulin backdrop (6ft x8ft)</li> </ul>		

**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 **40 persons**.

**Functionality**  
- Conference room can accommodate the required number of pax for the **Three (3) 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.

**Facilities**  
- Air-conditioned rooms with complete beddings, service water and room assistance.  
- Comfort rooms with sufficient water supply and clean basic facilities.  
- Functional fire escapes with proper signage and escape route map with firefighting facilities.  
- Free and accessible WIFI connection.  
- With stand-by generator set in-case of power interruption.  
- Assigned staff for technical assistance.  
- Clean and fresh appearance of all the facilities.  
- Extension wires are available and can accommodate 26 participants.  
- Use of Basic Sound System.  
- Use of Wireless microphone, multimedia projector/s with screen.

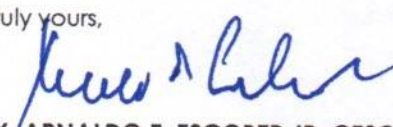
<b>***Three Hundred Five Thousand Pesos Only***</b>	<b>305,000.00</b>
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Department of the Interior and Local Government has approved the rate by the service provider for the supply of the goods in the sum of **Three Hundred Five Thousand Pesos Only (305,000.00)** to be known as the contract price.

Conforme:

Very truly yours,

  
 Signature over Printed Name of Supplier  
**HAZEL JOY DICHO SO**  
 \_\_\_\_\_  
 6/29/24  
 Date

  
**ATTY. ARNALDO E. ESCOBER JR, CESO V**  
 REGIONAL DIRECTOR

Fund Cluster : 01  
 Funds Available : \_\_\_\_\_  
 \_\_\_\_\_  
**JUNIECEL M. FAJARDO**  
 OIC-REGIONAL ACCOUNTANT

ORS/BURS No. : \_\_\_\_\_  
 Date of the ORS/BURS: \_\_\_\_\_  
 Amount : \_\_\_\_\_  
 SR2024-02-0143





Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
**REGIONAL OFFICE V**  
 Rizal St., Legazpi City

**BAC RESOLUTION DECLARING LA VENEZIA HOTEL & SPA, INC. THE BIDDER WITH THE SINGLE LOWEST CALCULATED AND RESPONSIVE BID (SLCRB) FOR THE CONTRACT: PROVISION OF MEALS, VENUE, AND ACCOMMODATION FOR THE CONDUCT OF TRAINING WORKSHOP ON MUNICIPAL WATER SYSTEM AND SANITATION MASTER PLAN (MWSSMP) ON JUNE 24-28, 2024**  
**SLCRB-RFQ NO.GDS-2024-107**

**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 TRAINING WORKSHOP ON MUNICIPAL WATER SYSTEM AND SANITATION MASTER PLAN (MWSSMP) ON JUNE 24-28, 2024** with an Approved Budget for the Contract (ABC): Three Hundred Nine Thousand Seven Hundred Pesos (309,700.00).

**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 June 11, 2024 to June 18, 2024, the evaluation shall be per lot basis;

**WHEREAS**, the BAC Secretariat presented Four (4) quotations from bidders/suppliers as follows:

BIDDER	BID AMOUNT	REMARKS
<b>LA VENEZIA HOTEL &amp; SPA, INC.</b>	<b>Php 305,000.00</b>	<b>S/LCRB</b>
HOTEL INIGO	DQ: NO BID	DQ: NO BID
MAYON BLU LOTUS HOTEL CORPORATION	DQ: FULLY BOOKED	DQ: FULLY BOOKED
NINONG'S 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 **LA VENEZIA HOTEL & SPA, INC.** its bid was found to be responsive;

**WHEREAS**, the BAC declared and recommended **LA VENEZIA HOTEL & SPA, INC.** 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 TRAINING WORKSHOP ON MUNICIPAL WATER SYSTEM AND SANITATION MASTER PLAN (MWSSMP) ON JUNE 24-28, 2024** with the amount of Three Hundred Five Thousand Pesos Only (305,000.00).

RESOLVED, at the DILG RO V LGRRRC Library this 20<sup>th</sup> day of June 2024.

**AMALINE R. COLINA**  
 Regular Member

**MA. PIA M. SALAMEÑO**  
 Regular Member

**MAE G. CLEMENTE**  
 Regular Member

**MAUREEN E. MALAZARTE**  
 Provisional Member

**MA. RUTHEL P. GIGANTOCA**  
 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  
Rizal St., Legazpi City

## REGIONAL OFFICE BIDS AND AWARDS COMMITTEE

### NOTICE OF AWARD

June 21, 2024

**The Manager**

LA VENEZIA HOTEL & SPA, INC.  
Legazpi City

**Dear Sir/Madam:**

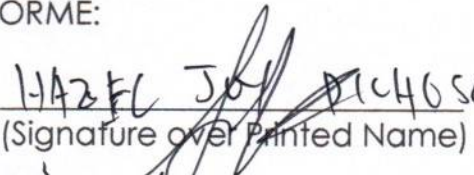
We are pleased to inform you that your quotation for the **Provision of Meals, Venue, and Accommodation for the conduct of Training Workshop on Municipal Water System and Sanitation Master Plan (MWSSMP) on June 24-28, 2024** with the contract price equivalent to Three Hundred Five Thousand Pesos Only (305,000.00) 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: 6/29/24

**"Matino, Mahusay at Maaasahan"**

Rizal St., Legazpi City

(052) 4801484; 4801486 (052) 4804023

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

region5dilg@gmail.com



BAGONG PILIPINAS

Republic of the Philippines  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
REGIONAL OFFICE V  
Rizal St., Legazpi City

**REGIONAL OFFICE BIDS AND AWARDS COMMITTEE**

**NOTICE TO PROCEED**

June 21, 2024

**The Manager**

LA VENEZIA HOTEL & SPA, INC.  
Legazpi City

**Dear Sir/Madam:**

The attached Notice of Award for the **Provision of Meals, Venue, and Accommodation for the conduct of Training Workshop on Municipal Water System and Sanitation Master Plan (MWSSMP) on June 24-28, 2024** 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. ESCOBER JR., CESO V**  
Regional Director

CONFORME:

By: HAZEL JOY BACHICO  
(Signature over/Printed Name)

Date: 6/29/24

**“Matino, Mahusay at Maaasahan”**

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