



Department of Budget and Management  
**GOVERNMENT PROCUREMENT POLICY BOARD**  
**TECHNICAL SUPPORT OFFICE**

**NOTICE OF AWARD**

1 August 2014

**MR. BRYAN T. GO**  
**GARDEN ORCHID HOTEL AND RESORT CORP.**  
Gov. Camins Ave., Zamboanga City 7000

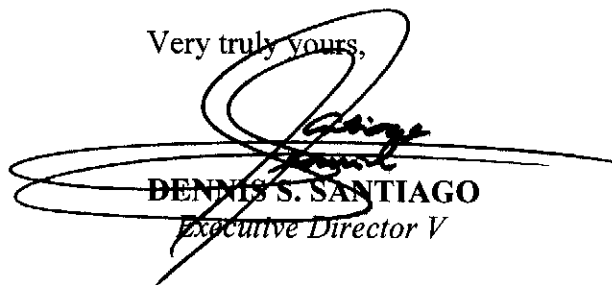
Dear Mr. Go:

We are pleased to inform you that your quotation for the procurement of lease of venue, including accommodation and meals for **Training on the Use of Agency Procurement Compliance and Performance Indicator System for 2013 Procurement Activities of State Universities and Colleges – Cluster 3** in the amount of **Three Hundred Forty Five Thousand Six Hundred Pesos (Php345,600.00)** has been determined to be the lowest calculated and responsive quotation.

The Contract shall be approved at the soonest possible time, unless a request for reconsideration by any of the unsuccessful bidders filed within the period prescribed under Section 55.1 of the Implementing Rules and Regulations of Republic Act 9184 is found meritorious.

We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligations under the project.

Very truly yours,



**DENNIS S. SANTIAGO**  
*Executive Director V*

**Received By:**

\_\_\_\_\_  
(Signature above printed name)

\_\_\_\_\_  
(Date and Time of receipt)

*\*Kindly fax to sender to acknowledge receipt*

# LEASE CONTRACT

## **KNOW ALL MEN BY THESE PRESENTS:**

This **LEASE CONTRACT** (hereinafter referred to as the "Contract") entered into this 4<sup>th</sup> day of August 2014 at Pasig City, Philippines by and between:

The **GOVERNMENT PROCUREMENT POLICY BOARD - Technical Support Office (GPPB-TSO)**, an agency of the government of the Republic of the Philippines, with office address at Unit 2506 Raffles Corporate Center, F. Ortigas Jr. Road, Ortigas Center, Pasig City, and represented herein by its Executive Director V, **ATTY. DENNIS S. SANTIAGO**;

- and -

The **GARDEN ORCHID HOTEL AND RESORT CORPORATION**, a corporation duly organized and existing by virtue of the laws of the Republic of the Philippines with principal address at Gov. Camins Avenue, Zamboanga City, and represented herein by its representative, **MR. BRYAN T. GO**, (hereinafter referred to as "**LESSOR**");

## **WITNESSETH THAT:**

**WHEREAS**, the **LESSOR** is the owner of **GARDEN ORCHID HOTEL**, a hotel situated at Gov. Camins Avenue, Zamboanga City, an awardee of the procurement activity conducted by the GPPB-TSO for the lease of venue for the roll-out training of the APCPI System for procurement personnel from state universities and colleges on **6 to 8 August 2014**, which would require the leasing of the facilities of the **LESSOR** and engaging its services for the successful conduct of the seminar workshop;

**WHEREAS**, the **GPPB-TSO** conducted the procurement process for the lease of venue and awarded the contract to the **LESSOR**, and the **LESSOR** agrees to lease out its rooms and facilities, and provide services to the **GPPB-TSO**, and the **GPPB-TSO** is willing to lease the same and engage the services of the **LESSOR**;

**NOW, THEREFORE**, for and in consideration of the foregoing premises, the **LESSOR** leases unto the **GPPB-TSO** and the **GPPB-TSO** hereby accepts from the **LESSOR** its rooms and facilities, subject to the following terms and conditions, *to wit*:

### **I. RESERVATIONS:**

1. LESSOR shall reserve the following room and meal requirements for the function upon receipt of GPPB-TSO's Notice of Award:

**A. ROOM ACCOMMODATION REQUIREMENTS:**

Room Type	No. of Rooms	Check-in Date	Check-out Date	Package Rate	Total
Twin Sharing	21	6 August 2014	8 August 2014	PhP3,600.00	<b>PhP151,200.00</b>

**Concessions:**

- Room Accommodation with Breakfast
- Complimentary room/bath room amenities
- Use of all hotel facilities

**B. BANQUET ARRANGEMENT:**

<b>FUNCTION ROOM: Yakan 2</b>					
Meals	Date	No. of Meals	No. of Pax (min. guaranteed)	Rate	Total
<b>AM Snacks</b>	6-8 August 2014	2	40	PhP120.00	PhP9,600.00
<b>Buffet Lunch</b>	6-8 August 2014	3	40	PhP300.00	PhP36,000.00
<b>PM Snacks</b>	6-8 August 2014	2	40	PhP120.00	PhP9,600.00
<b>Buffet Dinner</b>	6-8 August 2014	2	40	PhP300.00	PhP24,000.00
<i>Sub-total</i>					<b>PhP79,200.00</b>

**TOTAL PACKAGE PRICE:****PhP230,400.00**

The Hotel shall provide the following facilities/services **FREE OF CHARGE:**

**BANQUET:** Use of Function Room from 6 to 8 August 2014  
 Free-flowing coffee  
 Water Station  
 Service Staff  
 Projector Screen/Widescreen  
 Table for LCD Projector  
 Secretariat Table  
 Podium  
 White board

**ENGINEERING:** At least three (3) Microphones  
 Wifi Access  
 Standby technician  
 Sound System  
 Extension wires  
 Waived electricity fee

## II. PAYMENT TERMS:

1. The estimated contract price for the GPPB-TSO's two batches of seminar workshop is **Three Hundred Forty Five Thousand Six Hundred Pesos Only (PhP345,600.00)** computed on the basis of the Quotation submitted by the LESSOR in response to **GPPB-TSO Request for Quotation No. 37-2014** dated **23 July 2014**. The GPPB-TSO shall pay only for the food and beverage, including the venue/function hall, and room charges according to the guaranteed number or actual attendance, **whichever is lower**. In case the number of rooms leased for the actual attendance is higher than the guaranteed number, the GPPB-TSO shall pay for room charges based on the actual number of rooms checked-in.
2. Only food and beverage charges signed by GPPB-TSO's Authorized Signatory for the function as specified in the contract shall be for the account of the GPPB-TSO. The Authorized Signatory for the function shall be **Atty. Jennifer M. Torril/Kristi Ann P. Rutab**.
3. GPPB-TSO shall pay for the contract through send bill arrangement. Settlement of account shall be made within **30 days** upon receipt by the GPPB-TSO of the Statement of Account. The LESSOR shall be provided with the Certificate of Availability of Funds upon the signing of the Contract.
4. For check payment, it shall be made payable to **GARDEN ORCHID HOTEL AND RESORT CORP.** On the other hand, bank payment may be made by depositing the amount due in the account of **GARDEN ORCHID HOTEL AND RESORT CORP., Bank: Banco de Oro (Mayor Jaldon, Zamboanga City Branch), Account No. 0031-7000-2060**.

## III. MEALS AND GUARANTEED NUMBER OF PERSONS:

1. The GPPB-TSO shall confirm the indicative number of rooms and participants at least three (3) days prior to the scheduled function date.
2. The LESSOR shall provide 10% allowance for the scheduled meals as per the final number of participants in each function anticipating any increase in actual attendance. If the actual attendance exceeds the 10% allowance, additional persons shall be charged the same as quoted.

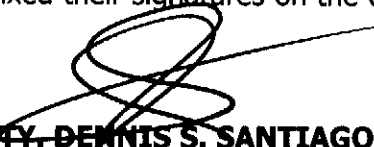
## IV. OTHER TERMS AND CONDITIONS:

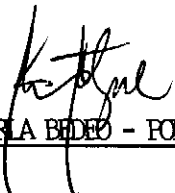
1. GPPB-TSO Request for Quotation No. 37-2014 dated 23 July 2014, including all documents submitted by the LESSOR in support of its Quotation, shall form part of this Contract.
2. Liquidated damages equivalent to one tenth of one percent (0.001) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The GPPB-TSO shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

3. Any modification, alteration, change, revision or amendment to this Contract shall be effective only if it has been agreed to and signed by both parties in writing.


**IN WITNESS WHEREOF**, the parties herein affixed their signatures on the date and place above written.

  
**MR. BRYAN T. GO**  
 LESSOR

  
**ATTY. DENNIS S. SANTIAGO**  
 EXECUTIVE DIRECTOR V  
 GPPB-TSO/LESSEE

  
 CARLA BIDEO - PORTUGAL

**WITNESSES**

  
 KATRINA L. PAALA

**ACKNOWLEDGMENT**

Republic of the Philippines )  
 \_\_\_\_\_ ) S.S

BEFORE ME, a Notary Public in the \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ personally appeared:

Name	Proof of Identification	Date/Place Issued
MR. BRYAN T. GO	EB7689132	03/30/13 DFA ZAMBOANGA
EXEC. DIR. DENNIS S. SANTIAGO	CE0007118	06/23/12 DFA MANILA

known to me and to me known to be the same persons who executed the foregoing instrument and acknowledged to me that the same is their free and voluntary act and deed.

This instrument consisting of four (4) pages, including the page on which this acknowledgement is written, has been signed on each and every page thereof by the concerned parties and their witnesses, and sealed with my notarial seal.

WITNESS MY HAND AND SEAL, on the date and place first above written.

Notary Public

Doc. No. \_\_\_\_\_;  
 Page No. \_\_\_\_\_;  
 Book No. \_\_\_\_\_;  
 Series of 2014.