



HOTEL KORESCO
Cagayan De Oro

10 August 2012

CONTRACT OF AGREEMENT

NAME OF ENGAGER : **ATTY. DENNIS S. SANTIAGO**
 ADDRESS : **GOVERNMENT PROCUREMENT POLICY BOARD TECHNICAL SUPPORT OFFICE (GBBP-TSO) Manila**
 CONTACT NUMBER : **(02)900-6741 to 44**
 NAME OF FUNCTION : **TRAINING OF TRAINERS ON LGPM & POG**
 INCLUSIVE DATES : **AUGUST 13-17, 2012**
 FUNCTION ROOM : **AMETHYST**
 GUARANTEED PAX : **40 PAX**

ROOM ACCOMMODATION : PHP87, 500.00

Single/Double : Php2, 500.00
 Triple : Php3, 000.00
 Extra Person Charge : Php1, 000.00

August 13, 2012

• 1 Deluxe Room – Quad Php1, 000.00/pax x 4 pax = **Php4, 000.00**

August 14, 2012

• 8 Deluxe Room – Triple Php1, 000.00/pax x 24 pax = **Php24, 000.00**
 • 5 Deluxe Room - Double Php1, 250.00/pax x 10 pax = **Php12, 500.00**

August 15, 2012

• 7 Deluxe Room - Triple Php1, 000.00/pax x 21 pax = **Php21, 000.00**
 • 1 Deluxe Room - Single Php2, 500.00/pax x 1 pax = **Php2, 500.00**
 • 6 Deluxe Room - Double Php1, 250.00/pax x 12 pax = **Php15, 000.00**

August 16, 2012

• 2 Deluxe Room - Triple Php1, 000.00/pax x 6 pax = **Php6, 000.00**
 • 1 Deluxe Room - Double Php1, 250.00/pax x 2 pax = **Php2, 500.00**
= PHP87, 500.00

MEALS

AUGUST 14 - DAY 1

BUFFET LUNCH : PHP300.00 X 34 PAX = PHP10, 200.00
 P.M. SNACKS : PHP100.00 x 34 PAX = PHP 3,400.00
 BUFFET DINNER : PHP300 X 34 PAX = PHP10, 200.00
 PHP23, 800.00

AUGUST 15 - DAY 2

A.M. SNACKS : PHP100.00 X 19 PAX = PHP1, 900.00
 BUFFET LUNCH : PHP300.00 X 19 PAX = PHP5, 700.00
 P.M. SNACKS : PHP100.00 X 19 PAX = PHP1, 900.00
 BUFFET DINNER : PHP300.00 X 19 PAX = PHP5, 700.00
 PHP15, 200.00

HOTEL KORESCO/p.2

AUGUST 16 - DAY 3

A.M. SNACKS	:	PHP100.00 X 44 PAX	=	PHP 4,400.00
BUFFET LUNCH	:	PHP300.00 X 44 PAX	=	<u>PHP13, 200.00</u>
				PHP17, 600.00
				PHP56, 600.00


Free-flowing Coffee: Php1, 000.00 per day x 2 Days =PHP2, 000.00
Less: 50% Discount: **Php1, 000.00**

SUMMARY:


A. GPPB-TSO		
ROOMS	:	PHP 87,500.00
MEALS	:	PHP 56,600.00
COFFEE	:	PHP 1,000.00

TOTAL AMOUNT OF PACKAGE : **PHP145, 100.00** 

INCLUSIONS:

- Free use of function rooms – Amethyst
 - Free Airport transfers (Limit to VIP's/speakers)
 - Free Use of swimming pool
 - Wifi connection in function room
 - Round Table set-up (8-10 pax per table)
 - Secretariat's table (classroom set-up) for 8 pax
 - Registration table outside Amethyst
 - 3 units microphone & Podium
 - Projection Screen
 - Table for LCD projector
 - Whiteboard and markers
 - Hot & Cold water dispenser
 - Standby crew
- 

TERMS AND CONDITIONS:

- ⚡ To guarantee the function room arrangement being booked, Hotel Koresco requires a non-refundable reservation fee of Php2, 000.00 in cash the same of which is deductible from the total package.
 - ⚡ Purchase Order or Letter of Authority is requested for send bill arrangements. Term is 30 days from end of function & release of Statement of Account.
 - ⚡ Payments may be deposited to our **Savings Account at the Banco de Oro Carmen Branch Cagayan de Oro City, 322 000 8237**. Please fax the deposit slip to **(088) 858-9755. Attention Sales & Marketing Office**.
 - ⚡ In case of cancellation two to three (2-3) days notification is required before actual function/check-in date. Hotel Koresco shall charge the GPPB-TSO 20% of the total amount due.
 - ⚡ Refund shall be claimed one week after the filing of cancellation.
 - ⚡ On same day cancellation of the function or room accommodations, or any nature of it, NO REFUND policy shall apply.
 - ⚡ The GPPB-TSO shall give list of equipment to be brought inside Hotel Koresco and shall secure a corresponding entry pass for such.
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HOTEL KORESCO/p.3

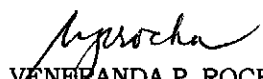
- ✦ The GPPB-TSO shall not engage in any marketing activity within the Hotel premises unless previously cleared with the Sales & Marketing Office.
- ✦ Hotel Koresco shall not be liable for failure to comply to this agreement due to force majeure, labor disputes, natural disaster, or other causes beyond the control of management.
- ✦ The Terms and Conditions under GPPB-TSO's Request for Quotation No. 18-2012, dated 3 August 2012, sent to Hotel Koresco on even date shall form part of this contract.

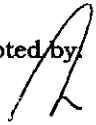
For any of your concern regarding the foregoing proposal, please feel free to call us at **(088) 851-6094 & 858-9755** or email at venipr@yahoo.com or honey at honeyvaguchay@yahoo.com.

Thank you and we look forward to hearing from you soonest!

Sincerely,

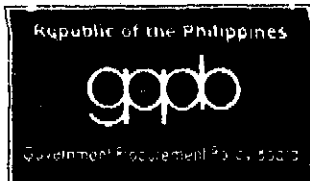

HONEY ROSE C. VAGUCHAY
Sales and Marketing Assistant


VENERANDA P. ROCHA
Sales and Marketing Officer

Noted by

MS. MARICAR TAN
Operations Manager

CONFORME:


ATTY. DENNIS S. SANTIAGO
GPPB-TSO



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

REQUEST FOR QUOTATION

Date: 3 August 2012

RFQ No.: 18-2012

Name of Company: HOTEL KORESCO
 Address: PUEBLO DE ORO GOLF ESTATES, FR. MASTERSON AVE.
LUMBIA ROAD, CAGAYAN DE ORO CITY

Dear Sir/Maam:

Good day!

Please quote your best offer for the **Lease of Venue, including accommodation and meals for the upcoming JSDF Project Training of Trainers on the LGPM and POG on 13-17 August 2012 in Cagayan De Oro City** described below, subject to the Terms and Conditions at the dorsal portion of this

The budget for the training event is **Php 201,652.50**.

Please submit the accomplished form may be submitted or mailed at the address indicated below on or before **4 August 2012**. Proposals may also be attached to the accomplished form.

For clarifications, you may contact **Ms. Diane Angeles A. Marcos** or **Ms. Jocelyn C. Beslig** at **(02) 706-1306**.

Thank you.

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Minimum Requirements	Compliance (please check)	
	Yes	No
1. Available rooms (at least triple sharing and inclusive of breakfast) - Please see attached Rooming List.	✓	
2. Meals, with at least one round of drinks per meal and snacks a. 14 August 2012 - Buffet lunch, buffet dinner and PM snacks for 34 pax b. 15 August 2012 - AM Snacks, buffet lunch, buffet dinner and PM snacks 19 pax c. 16 August 2012 - AM Snacks and buffet lunch for 44 pax	✓ ✓ ✓	
3. Free use of one (1) Function Room that can accommodate at least 40 pax on 14-17 August 2012	✓	
4. Distance from the airport is at most 11 kilometers	✓	
5. Round table setup (at 8-10 participants per table)	✓	

@kms

6. Secretariat's table (classroom setup) for at least 8 persons	✓	
7. Room must not contain pillars	✓	
8. Free-flowing coffee and/or tea during training	✓	500 / day
9. Waived charges for use of laptop/s and projector of the Secretariat	✓	
10. Amenities include:		
a. Registration table just outside the Function Room	✓	
b. At least 3 microphone units	✓	
c. Projector screen and table for LCD Projector	✓	
d. Podium	✓	
e. Pads, pencils and candles	✓	
f. Whiteboard and/or flipchart, and markers	✓	
g. Audible/Operational Sound System	✓	
11. The foundation of the Hotel is made of concrete and structural steel materials or combination of both.	✓	
12. Ambience promotes learning.	✓	
13. Safety inside the Hotel and nearby community.	✓	
14. Nearby community is quiet and/or serene, and clean.	✓	
14. Client's satisfactory rating based on online hotel reviews	✓	
15. Internet or wifi connection is not required, but is an advantage.	✓	

Please quote your best offer based on the following:

	Offer
Room - Twin sharing/pax	2,500.00 / per room
Room - Triple sharing/pax	3,000.00 / per room
AM Snacks/pax	100 / pax
PM Snacks/pax	100 / pax
Buffet lunch/pax	200 / pax
Buffer dinner/pax	300 / pax

Terms and conditions are as follows:

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.

6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
7. The Item/s shall be delivered within ten (10) calendar days from receipt of purchase order.
8. The GPPB-TSO shall confirm the final number of rooms and participants at least five (5) days prior to the scheduled function date. This shall be the basis for the contract price.
9. The submitted quotation shall provide a 10% allowance for the scheduled meals as per the final number of participants in each function for the increase in attendance. If the actual attendance exceeds the 10% allowance, additional persons shall be charged the same as quoted.
10. The charge for the additional persons shall be contained in an Amendment to Contract.
11. The GPPB-TSO shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
12. Payment of fifty percent (50%) of the total contract price shall be made before the date of the event and the remaining 50% shall be paid after the event.
13. 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.

myrisha
 VENERANDA P. ROCHA
 Signature over Printed Name

(088) 851-6094; (088) 858-9755
 Contact Numbers (Landline and/or
 Cellphone Nos.)/E-mail address

hotelkarenc@myhiv.com
 0915-8140999

TF 858 9755
 858 9748 or 49



HOTEL KORESCO
Cagayan De Oro

August 3, 2012

MS. DIANE ANGELA A. MARCOS
GOVERNMENT PROCUREMENT POLICY BOARD-
TECHNICAL SUPPORT OFFICE
Manila

Dear Ms. Marcos:

Greetings!

Thank you for choosing the Hotel Koresco as the venue of your Live-in Training.

In view of your inquiry, we are glad to send you our proposal thereto.

NAME OF FUNCTION : **TRAINING OF TRAINERS**
DATE/TIME : **AUGUST 14-16, 2012/8:00 a.m. to 4 p.m.**
FUNCTION ROOM : **TOPAZ - 40 PAX**
GUARANTEED PAX : **40 PAX**
ADDITIONAL PAX & INCIDENTALS WILL BE
BILLED ACCORDINGLY

A. GPPB-TSO

1. ROOM – DELUXE ROOM : Published Rate is Php5,600.00

Special Rate : PHP3,000.00 PER ROOM @ TRIPLE SHARING x
14 Rooms x 2 NIGHTS = **PHP84,000.00**

PHP2,500.00 Single or Double Occupancy

2. MEALS : **Please note, the minimum requirement for a buffet lunch/dinner is 50 pax. For less than 50 pax, family service will be followed.**

AUGUST 14 – DAY 1

BUFFET LUNCH	:	PHP300.00 X 34 PAX	=	PHP10,200.00
P.M. SNACKS	:	PHP100.00 x 34 pax	=	PHP 3,400.00
BUFFET DINNER	:	PHP300 X 34 PAX	=	<u>PHP10,200.00</u>
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AUGUST 15 – DAY 2

A.M. SNACKS	:	PHP100.00 X 19 PAX	=	PHP1,900.00
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HOTEL KORESCO/2

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PHP56,600.00

Free-flowing Coffee: Php1,000.00 per day x 2 Days =PHP2,000.00
Less: 50% Discount: **Php1,000.00**

SUMMARY:

A. GPPB-TSO
ROOMS : PHP 84,000.00
MEALS : PHP 56,600.00
COFFEE : PHP 1,000.00

TOTAL AMOUNT OF PACKAGE : PHP141,600.00

INCLUSIONS:

- Free use of function rooms – Topaz
- Free Airport transfers
- Free Use of swimming pool
- Wifi connection in function room
- Round Table set-up (8-10 pax per table)
- Secretariat's table (classroom set-up) for 8 pax
- Registration table outside Topaz
- 3 units microphone & Podium
- Projection Screen
- Table for LCD projector
- Whiteboard and markers
- Pads, pencils and candies
- Hot & Cold water dispenser
- Standby crew

TERMS AND CONDITIONS:

- ✦ To guarantee the function room arrangement being booked, Hotel Koresco requires a non-refundable of 2,000.00 the same of which is deductible from the total package. Purchase Order or Letter of Authority is also honored.
- ✦ Payments may be deposited to our **Savings Account at the Banco de Oro Carmen Branch Cagayan de Oro City, 322 000 8237**. Please fax the deposit slip to **(088) 858-9755. Attention Sales & Marketing Office.**

HOTEL KORESCO/3

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- ✿ The engager/guests shall give a list of equipment to be brought inside the Hotel and shall secure a corresponding entry pass for such.
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Sincerely,

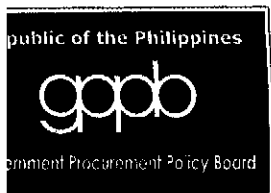
VENERANDA P. ROCHA
Sales and Marketing Officer

Noted by:

MS. MARICAR TAN
Operations Manager

C O N F O R M E :

MS. JOCELYN BESLIG
GPPB-TSO



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

NOTICE OF AWARD

10 August 2012

MS. VENERANDA P. ROCHA
HOTEL KORESCO
Pueblo De Oro Golf Estates, Fr. Masterson Avenue,
Lumbia Road, Cagayan De Oro City

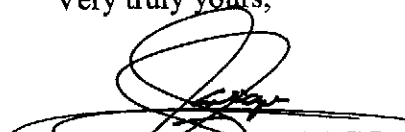
Dear Ms. Rocha:

We are pleased to inform you that your quotation for the procurement of **LEASE OF VENUE (ACCOMMODATION AND MEALS) FOR THE SECOND BATCH OF JSDF TRAINERS' TRAINING** with the corresponding bid price of **One Hundred Forty-Five Thousand One Hundred Pesos (PhP 145,100.00)** has been determined to be the lowest evaluated cost.

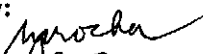
Kindly send the copy of the Contract for said project for our review and perusal not later than 10 August 2012. The Contract shall be approved at the soonest possible time in accordance with the Guidelines on Procurement under IBRD Loans and Credits of the World Bank.

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 III

Received By:


VENERANDA P. ROCHA
(Signature above printed name)

Aug. 10, 2012
(Date and Time of receipt)

*Kindly fax to sender to acknowledge receipt