

PURCHASE ORDER

Department of Social Welfare and Development
Cordillera Administrative Office

Annex G-5

Supplier		CRIS DEL MAR RESORT		Purchase Order No.		2024-03-144	
Address		Luciente 1, Bolinao, Pangasinan		Date		07-Mar-24	
Gentlemen:				Mode of Procurement		Lease of Venue	
Please furnish this office the following articles subject to the terms and conditions herein.							
Place of Delivery		AS INDICATED		Delivery Term:		Complete	
Date of Delivery		AS INDICATED		Payment Term:		Charge	
LOT NO.	UNIT	DESCRIPTION	QTY	Unit Cost	Total Cost		
1		BOARD AND LODGING FOR THE STRATEGIC PLANNING CUM DRMD TEAM DEVELOPMENT ACTIVITY		Php0	Php0		
TENTATIVE DATE : MARCH 12-15, 2024							
DAY 0 (ARRIVAL)							
	servings	Dinner	66	350.00	23,100.00		
	pax	Lodging	66	1,250.00	82,500.00		
DAY 1							
	servings	Breakfast	66	150.00	9,900.00		
	servings	AM Snack	66	100.00	6,600.00		
	servings	Lunch	66	350.00	23,100.00		
	servings	PM Snack	66	100.00	6,600.00		
	servings	Dinner	66	350.00	23,100.00		
	pax	Lodging	66	1,250.00	82,500.00		
DAY 2							
	servings	Breakfast	66	150.00	9,900.00		
	servings	AM Snack	66	100.00	6,600.00		
	servings	Lunch	66	350.00	23,100.00		
	servings	PM Snack	66	100.00	6,600.00		
	servings	Dinner	66	350.00	23,100.00		
	pax	Lodging	66	1,250.00	82,500.00		
DAY 3							
	servings	Breakfast	66	150.00	9,900.00		
	servings	AM Snack	66	100.00	6,600.00		
	servings	Lunch	66	350.00	23,100.00		
TRAINING SPECIFICATIONS					COMPLIANCE		
					CAN COMPLY	CANNOT COMPLY	
Availability							
1		Venue is available on March 12-15, 2024			✓		
Location and Site Condition							
1		The venue is reachable and accessible to transport services but not limited to taxi and jeepney riding within the area. ***Can only be accessed through tricycle			✓		
2		The venue has parking space and automatically reserved parking slots for USWD considering the following: a. Small events (50 pax): at least five (5) reserved vehicle slots for the DSWD b. Medium events (51 - 100 pax): at least (10) reserved vehicle slots for the DSWD c. Big events (more than 100 pax): at least (15) reserved vehicle slots for the DSWD. None / for special gathering and events (e.g. NMDCI): at least 15 parking slots			✓		
Neighborhood data							
1		The venue is reachable/accessible and within 500 meters radius (using Google maps) from nearest nearby hospitals, police stations, banks, restaurants, among others.			✓		
2		Establishments near the venue have no sanitation issues reported and do not pose health risks			✓		
3		The venue is at least 100 meters radius away from red light district using Google maps application			✓		

		Venue		
	A	Compliance to IATF/DOY/DOH/ILGU guidelines on the operations of hotels and other accommodation establishments under the alert levels system for covid-19 (depending on the alert level)	✓	
	B	Facilities and Amenities		
	1	The venue has security measures in place (presence of functional CCTV cameras within hotel premises) to ensure safety of participants	✓	
	2	The conference/function hall is: a. free of use the whole activity duration b. can accommodate the proposed number of attendees regardless of the layout and arrangement of the hall, chair, and table set up using round or rectangular tables, among others c. has no impediments or pillars at the center or side of the hall that affects the view and interaction between and among participants and learning service providers d. sound proofed, well lighted, and well ventilated e. Can be used from the indicated time (6:00 AM - 10:00 PM) which is free of charge.	✓	
	3	The conference/function halls has high quality sound system and equipment which includes the following: a. Three (3) wireless microphones b. Free use of one functional LCD Projector and screen c. Standby IT personnel or able technician inside the conference/function hall to troubleshoot technical glitches	✓ ✓ ✓	
	4	Exclusive access to strong and stable WIFI connection in the function hall assigned to the activity, to wit: a. minimum of 10 mbps for usual browsing (google, Youtube, social media). b. minimum of 30 mbps for intensive IT related activities	✓	✓
	5	Presence of standby personnel inside the conference/function hall for coordination purposes	✓	
	6	Free charging of all electronic gadgets (i.e. laptop, projector, mobile phone, among others) and free use of extension cords for activities needing laptops	✓	
	7	Availability of 3x4 ft. white board inside the conference/function hall with two markers and whiteboard eraser throughout the activity duration.	✓	
	C	Room Accommodation		
	1	The hotel has the required number of rooms which can accommodate the proposed number of participants. Each room is good for 3-4 sharing with single bed per participant. *** 1 double bed for 2 participants.	✓	
	2	Room charges are based on confirmed number of participants on the first day and actual number of participants on the succeeding days and not on the number of rooms occupied.	✓	
	3	Availability of free toiletries such as soap, shampoo, toothpaste with toothbrush, tissue, bottled water/pitcher of water and other basic necessities like extra of thick blanket which is free of charge upon request	✓	
	D	Catering Services		
	1	Buffet breakfast with minimum of three viands, with dessert, and drink choices of coffee, choc. milk and tea aside from purified water. Buffet lunch and dinner with three viands (2 meat/fish and one vegetable), soup, dessert, and a glass of healthy or natural fruit infused drinks; AM and PM snacks are preferably healthy or indigenous with glass of coconut water or natural fruit infused drinks. Portioning of meals are as follows: a. For meals: 1 cup of rice, 1 serving of vegetable, 2 serving of meat/fish b. For snacks: (per piece) e.g. 1 bowl of ginataan, 2pcs of suman with a slice of mango. Note: creamer, sugar and the like are preferred to be in a canister rather than in sachet to comply with green procurement. On the other hand, serving or portioning is based on appropriate and applicable standard measurement/servings.	✓	
	2	Charges on meals/snacks should be based on confirmed number of participants on the first day while charges on succeeding days should be based on actual count.	✓	
	3	One buffet set-up for all meals for every 35 participants. Additional set-up will be required if participants will be doubled. Meals should be served and available on time (breakfast 6:30-8:00 AM, AM/PM snacks 10AM/3:00PM, and Dinner 5:30PM)	✓	
	4	All meals and snacks have a buffer good for at least five (5) people in excess of the number indicated in the purchase order, which is free of charge for activity with a minimum of 40 participants	✓	
	E	Other requirements		
	1	Free tarpaulin signage/backdrop with atleast 6x5 ft size and electronic display to be displayed within the conference/function hall and/or designated hotel area or premises.	✓	

2	Provisions of free learning accessories to include: a. real or natural flower arrangements or succulents on participant's table (center piece as needed) b. basic medicines for headache LDM etc available at the front desk or reception area c. hand soap is available for handwashing at the restroom and being replenished regularly once supply is exhausted/depleted	✓	
I.	Terms and Conditions		
	The place of delivery of the goods / services is within REGION I.	✓	
	The service provider must have an Active Landbank Account for payment purposes. For other banks, service charge will be deducted upon payment on the account.	✓	
PAYMENT SHALL BE MADE THRU LANDBANK OF THE PHILIPPINES			
		TOTAL	Php448,800
(Amount in words)		Four Hundred Forty-Eight Thousand Eight Hundred Pesos Only	

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

CARL MICHAEL M. GINEZ
(Signature over Printed Name)
CRIS DEL MAR HERBERT
Bank Account Name
714-5854-539-000
TIN Number *please tick tax type
 vat
 non-vat

March 7, 2024
Date
4481-0033-13
Bank Account Number
02/19/2018
Date of BIR Registration

ENRIQUE H. GASCON, JR.
Signature over Printed Name of Authorized Official
Director III / Concurrent Regional Director and
ARD for Operations
Designation

Fund Cluster: <u>01 CMF CURR ENT</u>	ORS/ BURS No.: <u>2024-06-03296</u>
Funds Available: <u>448,000.00</u>	Date of the ORS/ BURS: <u>03/07/24</u>
<u>WILBOURN B. BACOLONG</u> ACCOUNTANT III	Amount: <u>448,800.00</u>

Commission on Audit
RECEIVED
07 MAR 2024
Date: _____ Time: _____

BIDS AND AWARDS COMMITTEE (BAC)
RESOLUTION No. 2024-03-193
RFQ 2024-01-083
PR 2023-09-059(2024 NEP)

WHEREAS, the Department of Social Welfare and Development-Cordillera Administrative Region (DSWD-CAR) has appropriations for procurement of the project, **BOARD AND LODGING FOR THE STRATEGIC PLANNING CUM DRMD TEAM DEVELOPMENT ACTIVITY** with an Approved Budget for the Contract (ABC) amounting to **FIVE HUNDRED FOUR THOUSAND NINE HUNDRED PESOS ONLY (P504,900.00)** and within Annual Procurement Plan (APP) 2024 through Negotiated Procurement under **LEASE OF VENUE**;

WHEREAS, on the **9th day of January 2024**, Request for Quotations (RFQ) were endorsed for floating to eligible suppliers;

WHEREAS, on the **12th day of January 2024 at 12:00NN** was the set deadline for the submission of quotation;

WHEREAS, upon opening of the Request for Quotations on the **12th day of February 2024**, findings were listed on Annex A;

WHEREAS, upon evaluation by the Bids and Awards Committee (BAC), **EIGHT TWO EIGHT GEMS BEACH RESORT**, emerged to be lowest bidder, however, to ascertain the compliance of the said bidder to the technical specifications and other requirements, the Bids and Awards Committee recommended the conduct of post qualification prior to the issuance of award;


WHEREAS, based on the rating factor submitted and post-qualification report, upon verification with the lowest bidder **EIGHT TWO EIGHT GEMS BEACH RESORT** located in Tondol, Anda Pangasinan, it was found during an on-site visit that the bidder lacks security, toiletries, whiteboard, basic medicine, and does not have available IT personnel for assistance. Consequently, the said bidder garnered a failed rating score of 49.45%.

WHEREAS, upon further evaluation based on the submitted rating factor and post qualification report, it has been determined that **CRIS DEL MAR RESORT**, the second lowest bidder, is the responsive bidder with a rating score of 94.17% from the end user which exceeded the 90% passing rate. The said bidder was found compliant with the technical specifications indicated in the RFQ and has valid eligibility documents on file. However, during the verification process through on-site visitation, at their business address in Luciente 1, Bolinao, Pangasinan, it was discovered that the bidder has a low quality of internet connection. Nevertheless, the bidder has agreed to provide sufficient routers to fully accommodate the needs of the activity. Thus, the end user has deemed **CRIS DEL MAR RESORT** as responsive and compliant;


WHEREAS, the Bids and Awards Committee declared the bid of **CRIS DEL MAR RESORT**, as the lowest calculated and responsive

NOW, THEREFORE, foregoing premises considered, We, the Members of the Bids and Awards Committee, hereby **RESOLVED** as it is hereby resolved to recommend to the Regional Director the award of contract to **CRIS DEL MAR RESORT** which offered an amount of **FOUR HUNDRED FORTY-EIGHT THOUSAND EIGHT HUNDRED PESOS ONLY (P448,800.00)** inclusive of all applicable taxes and fees for the project, **BOARD AND LODGING FOR THE STRATEGIC PLANNING CUM DRMD TEAM DEVELOPMENT ACTIVITY**, for approval of the Head of Procuring Entity.

Issued this **6th day of March 2024** at the **DSWD-CAR, 40 North Drive, Baguio City**.


NOVELIA N. POCDING
SWO IV, OIC Chief-DRMD
Provisional Member (End-User)



JAMI BAMBILLA
TS II, LDS
Provisional Member (Tech. Expert)


NORIE C. CASTAÑEDA
SAO, OIC Chief-FMD
Vice Chairperson


RONILO R. FLORES
AO V, OIC Chief-HRMDD
Regular Member


RINA CLAIRE L. REYES
CAO, OIC ARD for Administration
Chairperson

() Approved () Disapproved


ENRIQUE H. GASCON JR.
Director III / Concurrent OIC Regional Director and ARD for Operations
(per Special Order No. 6124 & 6461, Series of 2023)
Authorized Representative/Head of the Procuring Entity