



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
 REGIONAL OFFICE 1  
 Aguila Rd., Barangay Sevilla, City of San Fernando, La Union

Document Code		
<b>FM-QP-DILG-AS-RO-10-06</b>		
Rev. No.	Eff. Date	Page
00	06.15.21	1 of

**RFQ NO. 2022-10-274**  
**ABC: Php 90,100.00**

**ABSTRACT OF QUOTATION/S**

MODE OF PROCUREMENT:  
**Small Value Procurement**

**AOQ No. 2022-10-007**  
**Date : October 17, 2022**  
**Time: 3:30 PM**

Item	Item/Description	ABC	Qty.	Unit	Ynad's Place Hotel and Resort	Awesome Hotel	Jorisan Waterfront Hotel
1	Meals, Snacks inclusive of Function Hall (October 21, 2022)	<b>90,100.00</b>	1	lot	81,150.00	No eligibility requirements and quotation submitted	No eligibility requirements and quotation submitted
	PR No. 2022- PUR: Conduct of Bantay Korapsyon Webinar on Reinforcing Public Accountability for Local Government Units and Civil Society Organizations on October 21, 2022						
	<b>ELIGIBILITY REQUIREMENTS</b>						
	*In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal the following eligibility requirements.						
	Valid Business/ Mayor's Permit				/	X	X
	Latest Income/Business Tax Return/Tax Clearance Certificate				/	X	X
	PhilGeps Reg. Number				/	X	X
	Menu				/	X	X

**REMARKS:**

Award is hereby recommended to be given to **Ynad's Place Hotel and Resort** which is the single calculated and responsive bid.

**OTHERS:**

**SHARWYN M. SANGEL**  
 BAC Member

**LILY ANN Z. VICTORIO**  
 BAC Member

**LESLIE CAROL L. ISIP**  
 BAC Member

**ATTY. CHESCER S. CAYABAS-DIWAS**  
 End-User/BAC Member

**BENEDICTA M. BARNACHEA**  
 BAC Vice-Chairperson/ Presiding Officer

on OB  
**PEDRO D. GONZALES**  
 BAC Chairperson

**APPROVED BY:**  
  
**AGNES A. DE LEON, CESO V**  
 OIC-Regional Director / HOPE

REPUBLIC OF THE PHILIPPINES)  
SAN FDO. CITY L.U. ) S.S.

CONTRACT OF SERVICES

KNOW ALL MEN BY THESE PRESENTS:

This CONTRACT OF SERVICE is made and entered into this 20th day of October, 2022 in the City of San Fernando, La Union, Philippines, by and between

The DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT REGIONAL OFFICE 1, represented herein by AGNES A. DE LEON, CESO V, OIC-Regional Director, with office and postal address at Aguila Road, Sevilla Norte, City of San Fernando, La Union 2500, herein referred to as the First Party

- and -

The YNAD'S PLACE HOTEL AND RESORT, INC., represented herein by REYNALYN BALANON-ALMOJUELA with office address at By-Pass Road Barangay Namtutan, City of San Fernando, La Union, herein referred to as the Second Party.

WITNESSETH:

WHEREAS, the FIRST PARTY will conduct a one (1) day activity entitled "Conduct of Training re: Bantay Korapsyon Webinar on Reinforcing Public Accountability for Local Government Units and Civil Society Organization" on October 21, 2022 at Ynad's Place Hotel and Resort, Inc., By-Pass Road Barangay Namtutan, City of San Fernando, La Union;

WHEREAS, the SECOND PARTY has the capability of providing food for the conduct of the above-mentioned activity at reasonable cost;

NOW, THEREFORE, for and inconsideration of the foregoing premises the parties hereto agree on the contents of this Contract to wit:


1. THAT the SECOND PARTY agrees and binds itself to the FIRST PARTY to provide food for the participants who will attend the "Conduct of Training re: Bantay Korapsyon Webinar on Reinforcing Public Accountability for Local Government Units and Civil Society Organization" to be held on October 21, 2022 at Ynad's Place Hotel and Resort, Inc., By-Pass Road Barangay Namtutan, City of San Fernando, La Union, with the contract package of EIGHTY ONE THOUSAND ONE HUNDRED FIFTY PESOS ONLY (Php 81,150.00) as indicated in the approved activity design subject to the qualification that only the actual cost/billing of the SECOND PARTY shall be paid by the FIRST PARTY as appearing in the Statement of Account;
2. THAT this Contract of Services shall be guaranteed for a minimum of 75% of the total number of participants. If attendance is above minimum, the SECOND PARTY shall provide food at the same rate for the additional participants;

Proposed Schedule	Activity	No. of Days	No. of Participants	Amount
Oct. 21, 2022	Conduct of Training re: Bantay Korapsyon Webinar on Reinforcing Public Accountability for Local Government Units and Civil Society Organization	1	53 pax (Breakfast, AM Snack, Lunch, PM Snack & Dinner)	Php 81,150.00

3. In case of the unforeseen incidental expenses incurred by the FIRST PARTY, the FIRST PARTY shall pay the SECOND PARTY the amount corresponding to it;
4. THAT if the total number of participants exceed the foregoing guaranteed minimum number of participants, the FIRST PARTY shall pay the SECOND PARTY additional charges which shall be based on the actual number of participants at the indicated rate per person as indicated in Item #2 of this contract;
5. THAT the payment of the amount due and payable under this contract and the conduct of this activity is based on the approved and signed program/activity design subject to the usual government accounting and auditing rules and regulations;
6. THAT the SECOND PARTY guarantees to provide safe and clean food for the said activity to be conducted by the FIRST PARTY, and the latter reserves the right to question any action of, or institute any appropriate action in a proper proceeding against the former for any injury the FIRST PARTY may sustain resulting from any harmful or contaminated food served by the SECOND PARTY;
7. THAT in case the SECOND PARTY failed to effect deliveries of what is stipulated herein, without any fault on the part of the FIRST PARTY, or was not due to fortuitous event, the contract will be automatically rescinded without going to court and the FIRST PARTY shall be freed from any liability to the SECOND PARTY;
8. THAT this contract shall be binding and may be cancelled/terminated at the option of either party upon prior written notice at least five (5) days before the commencement of the activity;
9. THAT this Contract shall take effect upon signing of both parties concerned.

IN WITNESS WHEREOF, the parties hereto and do hereby sign this document at \_\_\_\_\_, Philippines this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

For the First Party:

  
 AGNES A. DE LEON, CESO V  
 OIC- Regional Director  
 DEPARTMENT OF THE INTERIOR AND  
 LOCAL GOVERNMENT- REGION 1

Witness:

\_\_\_\_\_

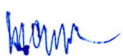
For the Second Party:

  
 REYNALYN BALANON-ALMOJUELA  
 Authorized Representative  
 YNAD'S PLACE HOTEL AND RESORT INC.

Witness:

  
 \_\_\_\_\_

*CERTIFIED FUNDS AVAILABLE:*

  
 MERCEDES C. LLANES  
 AO V/ Regional Budget Officer

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)

SAN FDO. CITY L.U.)S.S.

BEFORE ME, a Notary Public for and in SAN FDO. CITY L.U., this 27 OCT 2022, personally appeared

AGNES A. DE LEON, CESO V

TIN: \_\_\_\_\_

REYNALYN BALANON-ALMOJUELA


TIN: \_\_\_\_\_

known to me as the same persons who executed the foregoing instrument and they further acknowledged to me that the same is their free and voluntary act and deed as well as that of the entities they respectively represent herein.

This agreement consisting of **three (3)** pages including this page where this acknowledgement is written, signed by said officials and their instrumental witnesses on each and every page thereof, refers to as **CONTRACT** for the purpose herein set forth.

WITNESS MY OFFICIAL SEAL and SIGNATURE, on the date and place above- written.

Doc. No. 196  
Page No. 40  
Book No. 111  
Series of 2022

  
ATTY. ERNESTO V. RAFUN PH. D.  
NOTARY PUBLIC UNTIL DECEMBER, 2022  
SAN FERNANDO CITY LA UNION  
PTR # 6848284; IBP LIFETIME # 1068  
2022 TIN # 172170614 / ROLL # 50981  
MCLC COM. # V1007213





Republic of the Philippines  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
LOCAL GOVERNANCE REGIONAL RESOURCE CENTER 1  
Regional Office I

Aguila Rd., Sevilla, San Fernando City, La Union  
[www.region1.dilg.gov.ph](http://www.region1.dilg.gov.ph)

## NOTICE OF AWARD

October 20, 2022

**REYNALYN BALANON-ALMOJUELA**

Authorized Representative  
Ynad's Place Hotel and Resort Inc.  
By-Pass Road Barangay Namtutan,  
City of San Fernando, La Union


Dear Ms. Almojuela:

We are pleased to inform you that your quotation amounting to **Eighty One Thousand One Hundred Fifty Pesos Only (Php 81,1500.00)** for the Procurement of Meals and snacks for the Conduct of Training re: **Bantay Korapsyon Webinar on Reinforcing Public Accountability for Local Government Units and Civil Society Organization** to be held on October 21, 2022 at Ynad's Place Hotel and Resort, Inc., By-Pass Road Barangay Namtutan, City of San Fernando, La Union has been determined to be the Single Calculated and Responsive Bid (SCRB).

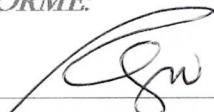
You are hereby required to formally enter into contract with us upon receipt of this Notice.

We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligation.

Very truly yours,

  
AGNES A. DE LEON, CESO V  
OIC - Regional Director, DILG 1 and  
Head of Procuring Entity

*CONFORME:*

  
REYNALYN BALANON-ALMOJUELA  
Authorized Representative  
Ynad's Place Hotel and Resort Inc.  
By-Pass Road Barangay Namtutan,  
City of San Fernando, La Union



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[www.region1.dilg.gov.ph](http://www.region1.dilg.gov.ph)

**NOTICE TO PROCEED**

October 20, 2022

**REYNALYN BALANON-ALMOJUELA**

Authorized Representative  
Ynad's Place Hotel and Resort Inc.  
By-Pass Road Barangay Namtutan,  
City of San Fernando, La Union


Dear Ms. Almojuela:

With the attached **CONTRACT OF SERVICES** having been approved, you are hereby notified to provide **Meals and snacks for the Conduct of Training re: Bantay Korapsyon Webinar on Reinforcing Public Accountability for Local Government Units and Civil Society Organization on October 21, 2022** at Ynad's Place Hotel and Resort, Inc., By-Pass Road Barangay Namtutan, City of San Fernando, La Union.

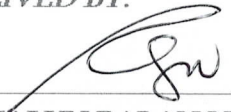
Likewise, you are responsible for performing the required services under the terms and conditions of the Contract of Services, and your submitted quotation/proposal.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Keep one copy and return the other copy to the DILG Regional Office 1, c/o BAC Secretariat, City of San Fernando, La Union.

Very truly yours,

  
AGNES A. DE LEON, CESO V  
OIC - Regional Director, DILG 1 and  
Head of Procuring Entity *M*

*RECEIVED BY:*

  
REYNALYN BALANON-ALMOJUELA  
Authorized Representative  
Ynad's Place Hotel and Resort Inc.  
By-Pass Road Barangay Namtutan,  
City of San Fernando, La Union



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**BIDS AND AWARDS COMMITTEE**  
**RESOLUTION NO. 2022-68**

**DECLARING THE SINGLE CALCULATED AND RESPONSIVE BIDDER (SCRB) FOR THE PROCUREMENT OF MEALS AND SNACKS FOR THE CONDUCT OF BANTAY KORAPSYON WEBINAR ON REINFORCING PUBLIC ACCOUNTABILITY FOR LOCAL GOVERNMENT UNITS AND CIVIL SOCIETY ORGANIZATIONS**

WHEREAS, as mandated under RA 9184 otherwise known as "Government Procurement Reform Act" and its Revised Implementing Rules and Regulations, the Bids and Awards Committee (BAC) of the DILG Regional Office 1 adheres to the principles of transparency and competitiveness governing this Act;

WHEREAS, the Procuring Entity intends to procure **Meals and Snacks for the Conduct of Bantay Korapsyon Webinar on Reinforcing Public Accountability for Local Government Units and Civil Society Organizations** under Negotiated Procurement – Small Value Procurement with an Approved Budget for the Contract (ABC) of **Ninety Thousand One Hundred Pesos (Php 90,100.00)**;

WHEREAS, the procurement was posted at PhilGeps portal, DILG R1 website and conspicuous place on **Oct. 14-17, 2022**;

WHEREAS, the BAC scheduled the opening of bids on October 17, 2022;

WHEREAS, Three (3) Suppliers provided Requests for Quotation/ submitted intention to participate in the procurement activity, namely Ynad's Place Hotel and Resort, Awesome Hotel and Pangasinan Regency Hotel;

WHEREAS, after thorough review and evaluation by the BAC assisted by the Technical Working Group, only Ynad's Place Hotel and Resort submitted complete eligibility requirements and quotation;

WHEREAS, below is the result of the opening and evaluation of bids:

SUPPLIER	Valid Business/ Mayor's Permit	Latest Income/ Business Tax Return/Tax Clearance Certificate	PhilGeps Reg. No.	Menu	Bid Amount
Ynad's Place Hotel and Resort	/	/	/	/	Php 81,150.00
Awesome Hotel	X	X	X	X	No eligibility requirements and quotation submitted
Jorisan Waterfront Hotel	X	X	X	X	No eligibility requirements and quotation submitted

NOW THEREFORE, WE, the BAC Members, RESOLVE, as it is hereby RESOLVED:

- To declare **Ynad's Place Hotel and Resort** as the Single Calculated and Responsive Bidder (SCRB) with a quotation of **Eighty-One Thousand One Hundred Fifty Pesos (81,150.00)**
- To recommend to the HOPE the award of contract to the SCRB.

RESOLVED, to furnish the **Legal Unit and Finance and Administrative Division** a copy of this Resolution for its reference and appropriate action.

ADOPTED: DILG Regional Office 1 Conference Room, October 17, 2022 via Hybrid Conference.

Certified Correct:

*Marife M. Doculan*  
**MARIFE M. DOCULAN**  
 Head, BAC Secretariat

Attested by:

**ATTY. CHESTER S. CAYABAS-DIWAS**  
 End-User/BAC Member

*Sharwyn M. Sangel*  
**SHARWYN M. SANGEL**  
 BAC Member

*Barnachea*  
**BENEDICTA M. BARNACHEA**  
 BAC Vice-Chairperson/ Presiding Officer  
 on OB

**PEDRO D. GONZALES**  
 BAC Chairperson

*Leslie Carol L. Isip*  
**LESLIE CAROL L. ISIP**  
 BAC Member

*Lily-Ann Z. Victorio*  
**LILY-ANN Z. VICTORIO**  
 BAC Member

APPROVED / DISAPPROVED:

*Agnes A. de Leon*  
**AGNES A. DE LEON, CESO V**  
 OIC-Regional Director/ HOPE

**"Matino, Mahusay at Maaasahan"**

Tel. Nos. (072) 888 2108 • 888 2289 • 888 2294 • 888 3106  
 888 7695 • 607 1245 • 607 1531 • 607 4467 to 70



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**BIDS AND AWARDS COMMITTEE**  
**RESOLUTION NO. 2022-68**

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RESOLVED, to furnish the **Legal Unit and Finance and Administrative Division** a copy of this Resolution for its reference and appropriate action.

ADOPTED: DILG Regional Office 1 Conference Room, October 17, 2022 via Hybrid Conference.

Certified Correct:

**MARIFE M. DOCULAN**  
 Head, BAC Secretariat

Attested by:

**ATTY. CHESTER S. CAYABAS-DIWAS**  
 End-User/BAC Member

**SHARWYN M. SANGEL**  
 BAC Member

**LESLIE CAROL L. ISIP**  
 BAC Member

**LILY-ANN Z. VICTORIO**  
 BAC Member

**BENEDICTA M. BARNACHEA**  
 BAC Vice-Chairperson/ Presiding Officer  
 on OB

**PEDRO D. GONZALES**  
 BAC Chairperson

APPROVED / DISAPPROVED:

**AGNES A. DE LEON, CESO V**  
 OIC-Regional Director/ HOPE

**"Matino, Mahusay at Maaasahan"**

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