

REPUBLIC OF THE PHILIPPINES)  
 \_\_\_\_\_ ) S.S.

### CONTRACT OF SERVICES

KNOW ALL MEN BY THESE PRESENTS:

This CONTRACT OF SERVICE is made and entered into this 22nd day of November, 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 MKA LAND DEVELOPMENT INC. - HOTEL ARIANA, represented herein by MARY RUTH FERRER with office address at Paringao, Bauang, La Union, herein referred to as the Second Party.

### WITNESSETH:

WHEREAS, the FIRST PARTY will conduct a three (2) days activity entitled "Conduct of Training - Orientation on Disaster Preparedness Manual for Local Weather Disturbances" on November 24-25, 2022 at MKA Land, Inc. - Hotel Ariana, Paringao, Bauang, La Union;

WHEREAS, the SECOND PARTY has the capability of providing food and accommodation 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 and accommodation for the participants who will attend the "Conduct of Training - Orientation on Disaster Preparedness Manual for Local Weather Disturbances" to be held on November 24-25, 2022 at MKA Land Dev't Inc. Hotel Ariana, Paringao, Bauang, La Union, with the contract package of THREE HUNDRED SEVENTY ONE THOUSAND PESOS ONLY (Php 371,000.00) 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
Nov. 24-25, 2022	Conduct of Training - Orientation on Disaster Preparedness Manual for Local Weather Disturbances	2	Day 1 - 140pax ( Pm snack & Dinner)	Php 84,000.00
			140pax Accommodation	161,000.00
			Day 2 - 140pax (Breakfast, AM Snack, Lunch, & PM Snack)	126,000.00
			<b>Total</b>	<b>371,000.00</b>

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

For the Second Party:

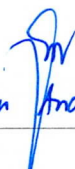


MARY RUTH FERRER  
 Authorized Representative  
 MKA LAND DEV'T INC. - HOTEL ARIANA

Witness:

\_\_\_\_\_

Witness:



Khrodalyn Andradia

\_\_\_\_\_

CERTIFIED FUNDS AVAILABLE

MERCEDES C. LLANES  
AO V/ Regional Budget Officer

ACKNOWLEDGEMENT

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

BEFORE ME, a Notary Public for and in SAN FDO. CITY L.U., this  
\_\_\_\_\_, personally appeared

AGNES A. DE LEON, CESO V

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

MARY RUTH FERRER

TIN: 417-631-065

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. 67  
Page No. 14  
Book No. 117  
Series of 2022

**ATTY. ERNESTO V. RAFON Ph.D.**  
**NOTARY PUBLIC UNTIL DECEMBER, 2022**  
**SAN FERNANDO CITY LA UNION**  
**IBP # 6848284; IBP LIFETIME # 10684 /**  
**2022 TIN # 172170614 / ROLL # 50981**  
**MCLE COM. # VI007213**





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

November 21, 2022

**MARY RUTH FERRER**

Authorized Representative  
MKA Lands Dev't Inc. - Hotel Ariana  
Paringao, Bauang, La Union


Dear Ms. Ferrer:

We are pleased to inform you that your quotation amounting to **Three Hundred Seventy One Thousand Pesos Only (Php 371,000.00)** for the **Procurement of Meals and Accommodation for the Conduct of Training - Orientation on Disaster Preparedness Manual for Local Weather Disturbances** to be held on **November 24-25, 2022** at **MKA Lands Dev't Inc. - Hotel Ariana, Paringao, Bauang, La Union** has been determined to be the Single Calculated and Responsive Bid (SCRB).

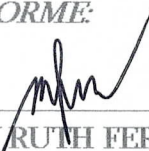
You are hereby required to formally enter into contract with us upon receipt of this Notice.

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 I and  
Head of Procuring Entity

*CONFORME:*

  
\_\_\_\_\_  
MARY RUTH FERRER  
Authorized Representative  
MKA Lands Dev't Inc. - Hotel Ariana  
Paringao, Bauang, La Union



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DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
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[www.region1.dilg.gov.ph](http://www.region1.dilg.gov.ph)

**NOTICE TO PROCEED**

November 23, 2022

**MARY RUTH FERRER**  
Authorized Representative  
MKA Lands Dev't Inc. - Hotel Ariana  
Paringao, Bauang, La Union

Dear Ms. Ferrer:

With the attached **CONTRACT OF SERVICES** having been approved, you are hereby notified to provide **Meals and Accommodation for the Conduct of Training - Orientation on Disaster Preparedness Manual for Local Weather Disturbances on November 24-25, 2022 at MKA Lands Dev't Inc. Hotel Ariana, Paringao, Bauang, La Union.**

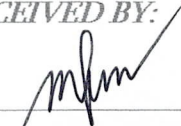
Likewise, you are responsible for performing the required services under the terms and conditions of the Contract of Services, and your submitted quotation/proposal.

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

RECEIVED BY:

  
\_\_\_\_\_  
MARY RUTH FERRER  
Authorized Representative  
MKA Lands Dev't Inc. - Hotel Ariana  
Paringao, Bauang, La Union



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
**REGION 1**

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

**BIDS AND AWARDS COMMITTEE**  
**RESOLUTION NO. 2022-96**

**RECOMMENDING THE AWARD OF CONTRACT FOR LEASE OF VENUE TO HOTEL ARIANA  
FOR THE CONDUCT OF TRAINING-ORIENTATION ON DISASTER PREPAREDNESS MANUAL  
FOR LOCAL WEATHER DISTURBANCES**

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

WHEREAS, the Procuring Entity intends to lease a venue inclusive of meals and accommodation for the conduct of Training-Orientation on Disaster Preparedness Manual for Local Weather Disturbances on November 24-25, 2022 with an Approved Budget for the Contract (ABC) of Three Hundred Eighty-Five Thousand Pesos (P72,000.00);

WHEREAS, the BAC implemented the procedures prescribed for Lease of Venue for said activity under Section 53.10 of the Revised Implementing Rules and Regulations of Republic Act 9184;

WHEREAS, the Canvass Committee floated Requests for Quotation to Three (3) prospective bidders, namely: Hotel Ariana, Hotel Mikka, and Ynads Place Hotel and Resort;

WHEREAS, after thorough review and evaluation by the BAC assisted by the Technical Working Group, only Hotel Ariana submitted complete eligibility requirements and quotation;

WHEREAS, the quotation submitted by HOTEL ARIANA was determined to be responsive to the technical requirements having obtained an overall rating of 89.8% which is above the DILG R1- prescribed passing rate of 85% for lease of venue;

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

- a) To declare ARIANA HOTEL as the Single Calculated and Responsive Bidder (SCRB) with a bid amount of Three Hundred Seventy-One Thousand Pesos (P371,000.00) only;
- b) To recommend to the HOPE the approval of this recommendation and to **award the contract for lease of venue to the SCRB.**

RESOLVED, further to furnish copy of this Resolution to the **Local Government Monitoring and Evaluation Division (LGMED)** and Finance and Administrative Division (FAD) for their appropriate action.

ADOPTED: DILG Regional Office 1, November 18, 2022 via Hybrid Conference.

Certified Correct:

*[Signature]*  
**MARIFE M. DOCULAN**  
Head, BAC Secretariat

Attested by:

*[Signature]*  
**ATTY. CHESTER S. CAYABAS-DIWAS**  
BAC Member

*[Signature]*  
**LESLIE CAROL L. ISIP**  
BAC Member

*[Signature]*  
**SHARWYN M. SANGEL**  
BAC Member

*[Signature]*  
**LILY-ANN Z. VICTORIO**  
BAC Member

*[Signature]*  
**KAREN C. CASTILLO**  
End-User

*[Signature]*  
**BENEDICTA M. BARNACHEA**  
BAC Vice-Chairperson

*[Signature]*  
**PEDRO D. GONZALES**  
BAC Chairperson

APPROVED / DISAPPROVED:

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





RFQ NO. 2022-11-287  
ABC: Phd 385,000.00

**ABSTRACT OF QUOTATION/S**

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
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MODE OF PROCUREMENT:  
**Lease of Venue**

AOQ No. 2022-11-009  
Date : November 18, 2022  
Time: 02:01 PM

Item/Description	ABC	Qty.	Unit	Hotel Ariana	Hotel Mikka	Ynad's Place Hotel and Resort
1 Lease of venue and hotel accommodations inclusive of meals and snacks on November 24-25, 2022	385,000.00	1	lot	371,000.00	No eligibility requirements and quotation submitted	No eligibility requirements and quotation submitted
PR No. 2022-11-426 Date Received: November 14, 2022						
PUR: Training-Orientation on Disaster Preparedness Manual for Local Weather Disturbances						
<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
Table of Rating Factors for Lease of Venue (passing rate of 85%)				89.80%		

**REMARKS:**

Award is hereby recommended to be given to **Hotel Ariana** which is the single calculated and responsive bid.

**OTHERS:**

**SHARVANA SANGEL**  
BAC Member

**LILYANNIZ VICTORIO**  
BAC Member

**LESLIE CAROL L. ISIP**  
BAC Member

**BENEDICTA M. BARNACHEA**  
BAC Vice-Chairperson

**ATTY. CHRISTERS CAVABAS-DIWAS**  
BAC Member

**PEDRO D. GONZALES**  
BAC Chairperson

**KAREN C. CASTILLO**  
End-User

**APPROVED BY:**

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