

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 3rd 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 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 **three (3) day** activity entitled "Conduct of Training re: Formulation of Enhanced Local Climate Change Action Plan (ELCCAP)" on November 8-10, 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 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 re: Formulation of Enhanced Local Climate Change Action Plan (ELCCAP)" to be held on November 8-10, 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 THREE HUNDRED TWENTY ONE THOUSAND EIGHT HUNDRED EIGHTY PESOS ONLY (Php 321,880.00) 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. 8-10, 2022	Conduct of Training re: Formulation of Enhanced Local Climate Change Action Plan (ELCCAP)	3	Day 1 - 52 pax (Breakfast, AM Snack, Lunch, PM Snack & Dinner) Accom. 52 pax	Php 67,600.00 59,540.00
			Day 2 - 52 pax (Breakfast, AM Snack, Lunch, PM Snack & Dinner) Accom. 52 pax	67,600.00 59,540.00
			Day 3 - 52 pax (Breakfast, AM Snack, Lunch, PM Snack & Dinner)	67,600.00
			TOTAL	321,880.00

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:

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

Witness:

For the Second Party:

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

Witness:

[Signature]
CERTIFIED FUNDS AVAILABLE:

[Signature]
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
16 NOV 2022, personally appeared

AGNES A. DE LEON, CESO V

TIN: _____

REYNALYN BALANON-ALMOJUELA

TIN: 444839785000

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. 310
Page No. 62
Book No. 114
Series of 2022

[Signature]
ATTY. ERNESTO V. RAFON Ph.D.
NOTARY PUBLIC UNTIL DECEMBER, 2022
SAN FERNANDO CITY LA UNION
PR # 8848284: IBP LIFETIME # 106807
2022 PIN # 172170614/ROLL # 50981
MCE 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

NOTICE OF AWARD

November 2, 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 **Three Hundred Twenty One Thousand Eight Hundred Eighty Pesos Only (Php 321,880.00)** for the **Procurement of Meals and Accommodation for the Conduct of Training on the Formulation of Enhanced Local Climate Change Action Plan (ELCCAP)** to be held on **November 8-10, 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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NOTICE TO PROCEED

November 4, 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 Accommodation** for the **Conduct of Training on the Formulation of Enhanced Local Climate Change Action Plan (ELCCAP)** on **November 8-10, 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 

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



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

BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 2022-89

RECOMMENDING THE AWARD OF CONTRACT FOR LEASE OF VENUE TO THE YNAD'S PLACE HOTEL AND RESORT INC FOR THE CONDUCT OF TRAINING ON THE FORMULATION OF E-LCCAP

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 on the Formulation of E-LCCAP on November 8-10, 2022 with an Approved Budget for the Contract (ABC) Three Hundred Twenty-Two Thousand Four Hundred Pesos (P322,400.00);

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: Ynad's Place Hotel and Resort Inc, Kahuna Beach Resort and Spa, and Awesome Hotel;

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

WHEREAS, the quotation submitted by YNAD'S PLACE HOTEL AND RESORT INC was determined to be responsive to the technical requirements having obtained an overall rating of 96.4% 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 YNAD'S PLACE HOTEL AND RESORT INC as the Single Calculated and Responsive Bidder (SCRB) with a bid amount of Three Hundred Twenty-One Thousand Eight Hundred Eighty Pesos (P321,880.00);
- 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 2, 2022 via Hybrid Conference.

Certified Correct:


MARIFE M. DOCULAN
 Head, BAC Secretariat


Attested by:

on Leave
ATTY. CHESTER S. CAYABAS-DIWAS
 BAC Member

SHARWYN M. SANGEL
 BAC Member


LILY-ANN Z. VICTORIO
 BAC Member


LESLIE CAROL L. ISIP
 BAC Member


KAREN C. CASTILLO
 BAC Member/ End-User

on OB
BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson


PEDRO D. GONZALES
 BAC Chairperson

APPROVED / DISAPPROVED:


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



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
FM-QP-DILG-AS-RO-10-06

Rev. No. 00
 Eff. Date 06.15.21
 Page 1 of 1

RFQ NO. 2022-10-262
ABC: Php 322,400.00

ABSTRACT OF QUOTATION/S

MODE OF PROCUREMENT:
Lease of Venue

AOQ No. 2022-11-004
Date : November 2, 2022
Time: 02:01 PM

Item	Item/Description	ABC	Qty.	Unit	Ynad's Place Hotel and Resort Inc	Kahuna Beach Resort and Spa	Awesome Hotel
1	Lease of Venue inclusive of meals and snacks	322,400.00	1	lot	321,880.00	Incomplete eligibility requirements submitted	No eligibility requirements and quotation submitted
	PR No. 2022- 10-396 Date Received: October 27, 2022						
	PUR: For the conduct of Training on the Formulation of eLCCAP on November 8-10, 2022						
	ELIGIBILITY REQUIREMENTS						
	*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
	Latest Income/Business Tax Return/Tax Clearance Certificate	/			X	X	X
	PhilGeps Reg. Number	/			/	/	X
	Menu	/			/	X	X
	Rating	96.40%					

REMARKS:

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

OTHERS:

SHARWIN M. SANGEL
 BAC Member

LILY-ANN VICTORIO
 BAC Member

on OB
BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson

LESLIE CAROL L. ISIP
 BAC Member

on Leave
ATTY. CHESTER S. CAYABAS-DIWAS
 BAC Member

PEDRO D. GONZALES
 BAC Chairperson

KAREN C. CASTILLO
 End-User

APPROVED BY:

AGNES A. BELLEON, CESO V
 OIC-Regional Director / HOPE