



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Regional Office I

NOTICE OF AWARD

March 6, 2019

MS. CHARITY MAE DE GUZMAN

Sales Executive
The Monarch Hotel
National Highway, Brgy. San Miguel,
Calasiao, Pangasinan

Dear Ms. De Guzman,

We are pleased to inform you that your quotation amounting to **Nine Hundred Ten Thousand Pesos (P 910,000.00)** for the **Meals, Snacks and Accommodation** for the activity, **DILG R1 C/MLGOO Conference cum Health and Wellness Program** scheduled on **March 22-23, 2019**, has been determined to be the Lowest Calculated and Responsive Bid (LCRB).

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,


JAMES F. FADRILAN, CESO III
Regional Director, DILG R1 and
Head, Procuring Entity

CONFORME:


MS. CHARITY MAE DE GUZMAN
Sales Executive
The Monarch Hotel

CONTRACT

Know all men by these presents:

This **CONTRACT** is entered into by and between **THE MONARCH HOTEL** represented by **MS.CHARITY MAE DE GUZMAN, Sales Executive** with business address at National Highway, Brgy. San Miguel, Calasiao, Pangasinan herein referred to as the **FIRST PARTY**.

-and-

THE DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT REGION 1, represented by **DIR. JAMES F. FADRILAN, CESO III, Regional Director**, with office address at Sevilla, City of San Fernando, La Union, herein referred to as the **SECOND PARTY**,


Under the following terms and conditions:


- 1.) That the **FIRST PARTY** will provide meals and snacks for the **SECOND PARTY'S** participants for the conduct of **DILG R1 C/MLGOO Conference cum Health and Wellness Program** scheduled on **March 22-23, 2019**.
- 2.) That both parties agreed that the guaranteed number of participants is **Three Hundred (300)**.
- 3.) That the **SECOND PARTY** shall pay the contract price of **Nine Hundred Ten Thousand Pesos (P 910,000.00)** of the scheduled conduct of the activity:

Day 1 - March 22, 2019	350 pax -	Lunch, PM Snacks, Dinner with Accommodation
Day 2 - March 23, 2019	350 pax -	3 Meals, 2 Snacks

- 4.) That extra meals, orders and extension of stay or accommodation shall be billed based on actual head count in excess of the guaranteed number of participants.
- 5.) That any extension of stay shall be made at least one (1) day before occupancy and shall be billed separately.
- 6.) That the **SECOND PARTY** shall pay the contract price **stipulated** above even if the actual number of participants is less than what has been reserved.
- 7.) That, in case the date of activity is postponed or cancelled, the advance payment made accordingly be automatically in favor of the **FIRST PARTY** and could not be refunded.
- 8.) That, in case of incident due to the negligence or fault of the participants, the hotel shall not be held accountable for any Liability whatsoever.

We hereby bind ourselves to abide with any and all stipulation stated in this Contract and we further affix our signature this 21st day of March, 2019 at the City of San Fernando, La Union confirming the validity and acceptance of this agreement.


CHARITY MAE DE GUZMAN
Sales executive
THE MONARCH HOTEL


JAMES F. FADRILAN, CESO III
Regional Director
DEPARTMENT OF THE INTERIOR AND
LOCAL GOVERNMENT-REGION 1

First Party


WENDY L. MUNOZ

WITNESSES:

Second Party

ALICIA C. BANG-OA
Chief, FAD

CERTIFIED FUNDS AVAILABLE:


MERCEDES C. LLANES
AO V/ Regional Budget Officer

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)

SAN FERNANDO CITY)

BEFORE ME, a Notary Public for and in SAN FERNANDO CITY, this 3/21/2019, personally appeared

JAMES F. FADRILAN, CESO III

TIN: 125 539 629

CHARITY MAE DE GUZMAN

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 two (2) 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. 220
04
Page No. _____
Book No. 07
Series of 2019

(Signature)
ATTY. EDUARDO V. PASCOR, PH.D.
NOTARY PUBLIC UNTIL DEC. 31, 2020
ROLL # 5 981 TIN # 12 2 0 0 814
IBF LIFETIME # 1069 478 1066 # 1 0026102
2019 PTR # 34110081 SEVILLA,
SAN FERNANDO CITY, LA UNION

(Signature)

(Arrow)



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Regional Office I

NOTICE TO PROCEED

March 22, 2019

MS. CHARITY MAE DE GUZMAN

Sales Executive
The Monarch Hotel
National Highway, Brgy. San Miguel,
Calasiao, Pangasinan

Dear Ms. De Guzman,

With the attached **CONTRACT** having been approved, you are hereby notified to provide **Meals, Snacks and Accommodation** for the activity, **DILG R1 C/MLGOO Conference cum Health and Wellness Program** scheduled on **March 22-23, 2019**.

Likewise, you are responsible for performing the required services under the terms and conditions of the Contract, 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,


JAMES F. FABRILAN, CESO III
Regional Director, DILG 1 and
Head, Procuring Entity

RECEIVED BY:


MS. CHARITY MAE DE GUZMAN
Sales Executive
The Monarch Hotel

"Matino, Mahusay at Maaasahan"

City of San Fernando, La Union

Telephone Number (072) 888 2108 • 888 2294 • 888 2289 • 607 4467 to 70
www.region1.dilg.gov.ph