

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 14th day of May, 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 **RD JULIE J. DAQUIOAG, Ph., D., CESO III, 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 -

That **PUERTO DE SAN JUAN BEACH RESORT HOTEL** represented herein by **CORNELIA G. SANCHEZ** with office address at Taboc, San Juan, La Union, herein referred to as the **Second Party**.

WITNESSETH:

WHEREAS, The **FIRST PARTY** will conduct a **three (3) days** activity entitled "**Conduct of CY 2022 SGLG Regional Calibration**" on **May 16-18, 2022** at **Puerto De San Juan Beach Resort Hotel, Taboc, San Juan, 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 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 CY 2022 SGLG Regional Calibration**" to be held on **May 16-18, 2022** at **Puerto De San Juan Beach Resort Hotel, Taboc, San Juan, La Union**, with the contract package of **ONE HUNDRED TWO THOUSAND PESOS ONLY (Php 102,000.00)** 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** 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
May 16-18, 2022	"Conduct of CY 2022 SGLG Regional Calibration"	3	20 pax (Breakfast, AM Snack, Lunch, PM Snack & Dinner)	Php 54,000.00
			Accom.	Php 48,000.00
			Total	Php 102,000.00


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 San Fernando City, La Union, Philippines this 14th day of May 2022.


For the First Party


JULIE J. DAQUICAG, PH., D., CESO III
 Regional Director
 DEPARTMENT OF THE INTERIOR AND
 LOCAL GOVERNMENT- REGION 1

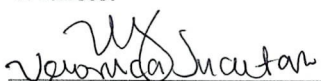
Witness:


 Rhodora G. Soriano


For the Second Party


CORNELIA G. SANCHEZ
 Assistant General Manager
 PUERTO DE SAN JUAN BEACH RESORT
 HOTEL

Witness:


 Veronica Suctan

CERTIFIED FUNDS AVAILABLE:


MERCEDES C. LLANES
 AO V/ Regional Budget Officer

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)

_____)S.S.

BEFORE ME, a Notary Public for and in _____, this _____, personally appeared

JULIE J. DAQUIOAG, Ph., D., CESO III

TIN: _____

CORNELIA G. SANCHEZ

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. 116
Page No. 83
Book No. 82
Series of do 22

ATTY. ERNESTO V. RAFON, Ph.D
NOTARY PUBLIC UNTIL DECEMBER, 2022
SAN FERNANDO CITY, LA UNION
PTR # 6343284 / IBP LIFETIME # 1068476
2022 TIN # 172-170-614 / ROLL # 50981
MCLE 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

NOTICE OF AWARD

May 13, 2022

CORNELIA G. SANCHEZ
Assistant General Manager
Puerto de San Juan Beach Resort Hotel
Taboc, San Juan, La Union


Dear Ms. Sanchez:

We are pleased to inform you that your quotation amounting to **One Hundred Two Thousand Pesos Only (Php 102,000.00)** for the **Procurement of Meals and Accommodations for the Conduct of 2022 SGLG Regional Calibration on May 16-18, 2022 at Puerto de San Juan Beach Resort Hotel, Taboc, San Juan, La Union** has been determined to be the **Lowest Calculated and Responsive Bid (LCRB)**.

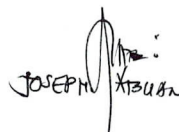
You are hereby required to formally enter into contract with us upon receipt of this Notice.

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

Very truly yours,


JULIE J. DAQUIOAG, Ph.D., CESO III
Regional Director, DILG R1 and
Head of Procuring Entity

CONFORME:


JOSEPH M. AZUB

CORNELIA G. SANCHEZ
Assistant General Manager
Puerto de San Juan Beach Resort Hotel
Taboc, San Juan, La Union



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 TO PROCEED

May 14, 2022

CORNELIA G. SANCHEZ
Assistant General Manager
Puerto de San Juan Beach Resort Hotel
Taboc, San Juan, La Union

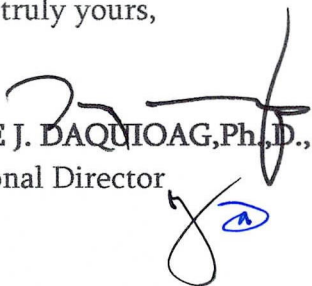
Dear Ms. Sanchez:

With the attached **CONTRACT OF SERVICES** having been approved, you are hereby notified to provide **Meals and Accommodations for the Conduct of 2022 SGLG Regional Calibration on May 16-18, 2022 at Puerto de San Juan Beach Resort Hotel, Taboc, San Juan, 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,


JULIE J. DAQUIOAG, Ph.D., CESO III
Regional Director

RECEIVED BY:

CORNELIA G. SANCHEZ
Assistant General Manager
Puerto de San Juan Beach Resort Hotel
Taboc, San Juan, La Union


JOSEPH ABUAN



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. 2022-23

RECOMMENDING THE AWARD OF CONTRACT FOR LEASE OF VENUE TO PUERTO DE SAN JUAN BEACH RESORT HOTEL AND RECOMMENDING APPROVAL FOR THE CONDUCT OF CY 2022 SGLG REGIONAL CALIBRATION

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 CY 2022 SGLG Regional Calibration with an Approved Budget for the Contract (ABC) of 108,000.00 in a venue within Region 1;

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 and Government Procurement Policy Board (GPPB) Res. No. 08-2009;

WHEREAS, the Canvass Committee floated Requests for Quotation to Four (4) prospective bidders, namely: Jorisan Waterfront Hotel, Hotel Ariana and Restaurant, Puerto De San Juan Beach Resort Hotel and EM Royale Hotel and Beach Resort;

WHEREAS, Hotel Ariana and Restaurant, Puerto De San Juan Beach Resort Hotel and EM Royale Hotel and Beach Resort submitted their quotations; said quotations were evaluated in accordance with the Table of Rating Factors for Lease of Venue as provided under the GPPB Res. No. 08-2009, as follows:

Bidder	Location	Bid Amount	Rating (Based on the set Rating Factors for Lease of Venue)	Remarks
Hotel Ariana and Restaurant	Bauang, La Union	105,000.00	97.75	2
Puerto De San Juan Beach Resort Hotel	San Juan, La Union	102,000.00	98.2	1 (LCRB)
EM Royale Hotel and Beach Resort	San Juan, La Union	141,000.00	96.15	Above ABC

WHEREAS, the quotations submitted by PUERTO DE SAN JUAN BEACH RESORT HOTEL was determined to be responsive to the technical requirements having obtained an overall rating of 98.2% 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 PUERTO DE SAN JUAN BEACH RESORT HOTEL as the Lowest Calculated and Responsive Bidder (LCRB) for the conduct of CY 2022 SGLG Regional Calibration with a bid amount of One Hundred Two Thousand Pesos;
- b) To recommend to the HOPE the approval of this recommendation and to **award the contract for lease of venue to the LCRB.**

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. May 13, 2022 via ZOOM Conference.

Certified Correct:

MARIFE M. DOCULAN
 Head, BAC Secretariat

BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 2022-23

RECOMMENDING THE AWARD OF CONTRACT FOR LEASE OF VENUE TO PUERTO DE SAN JUAN BEACH RESORT HOTEL AND
RECOMMENDING APPROVAL FOR THE CONDUCT OF CY 2022 SGLG REGIONAL CALIBRATION

continuation...
Page 2 of 2

Attested by:

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



SHARWYN M. SANGEL
BAC Member


LILY-ANN Z. VICTORIO
BAC Member

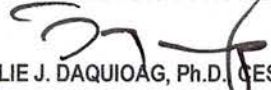

LESLIE CAROL L. ISIP
BAC Member


KAREN C. CASTILLO
BAC Member/ End-User


BENEDICTA M. BARNACHEA
BAC Vice-Chairperson


PEDRO D. GONZALES
BAC Chairperson

APPROVED / DISAPPROVED:


JULIE J. DAQUIOAG, Ph.D., CESO III
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. 2022-05-098
 ABC: Php 108000.00

ABSTRACT OF QUOTATION/S

MODE OF PROCUREMENT:
 SMALL VALUE PROCUREMENT

AOQ No. 2022-05-02
 Date : May 13, 2022
 Time: 2:00 PM

Item	Item/Description	ABC	Qty.	Unit	Jorisan Waterfront Hotel	Hotel Ariana Hotel and Restaurant	Puerto De San Juan Beach Resort Hotel	EM Royale Hotel and Beach Resort
1	Lease of venue and hotel accomodation, inclusive of meals and snacks for the CY 2022 SGLG Regional Calibration	108,000.00	20	pax	- Not available	105,000.00	102,000.00	141,000.00
	PR No. 2022-05-132 Date Received: <u>May 4, 2022</u>							
	PUR:							
	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							
	Latest Income/Business Tax Return/Tax Clearance Certificate							
	PhilGeps Reg. Number							
	Menu							
	Table of Rating Factors for Lease of Venue (passing rate of 85%)					97.75%	98.20%	96.15%

REMARKS:

Award is hereby recommended to be given to **Puerto De San Juan Beach Resort Hotel** which has the lowest calculated and responsive bid.

OTHERS:

SHARWYN M. SANGEL
 BAC Member

LILY ANN Z. VICTORIO
 BAC Member

LESLIE CAROL I. ISIP
 BAC Member

ATTY. CHESTER S. CAYABAS-DIWAS
 BAC Member

KAREN C. CASTILLO
 BAC Member / End-User

BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson

PEDRO D. GONZALES
 BAC Chairperson

APPROVED BY:

JULIE J. DAQUIONG, Ph.D., SESO III
 Regional Director

Appendix C
TABLE OF RATING FACTORS FOR LEASE OF VENUE

NAME OF SERVICE PROVIDER: PUERTO DE SAN JUAN BEACH RESORT HOTEL

ADDRESS: San Juan, La Union

	RATING FACTORS	WEIGHT (%)	RATING	REMARKS/ COMMENTS
I.	Availability	100	100	
II.	Location and Site Condition			
	1. Accessibility	(50)	50	
	2. Parking Space	(50)	50	
		100	100	
III.	Neighborhood Data			
	1. Sanitation and health condition	(25)	20	
	2. Police and fire station	(25)	25	
	3. Restaurant/Grocery Stores	(25)	20	
	4. Banking and Postal	(25)	20	
		100	85	
IV.	Venue			
	1. Structural condition	(20)	20	
	2. Functionality			
	a. Conference Rooms	(10)	8	
	b. Room Arrangement (e.g. single, double, etc.)	(5)	5	
	c. Light, ventilation, and air conditioning	(5)	5	
	d. Space requirements	(5)	5	
	3. Facilities			
	a. Water supply and toilet	(4)	4	
	b. Lighting system	(5)	4	
	c. Elevators	(4)	4	N/A. Rooms & Conference Hall located at
	d. Fire escapes	(4)	4	
	e. Fire fighting equipment	(4)	4	
	f. Internet and Telecommunications	(4)	4	
	g. Audio visual equipment	(5)	5	
	4. Other requirements			
	a. Maintenance	(5)	5	
	b. Attractiveness	(5)	5	
	c. Security	(5)	5	
	5. Catering Services	(5)	5	
	6. Client's satisfactory rating	(5)	5	
		100	97	

SUMMARY:

	RATING FACTORS	WEIGHT	RATING
I.	Availability	x (.5)	50
II.	Location and Site Condition	x (.1)	10
III.	Neighborhood Data	x (.05)	4.25
IV	Venue	x (.35)	33.95
	FACTOR VALUE		98.2

Certified Correct:

MM
MARIFE M. DOCULAN
Head, BAC Secretariat

on leave
ATTY. CHESTER CAYABAS-DIWAS
BAC Member

SHARWYN M. SANGEL
BAC Member

Barnachea
BENEDICTA M. BARNACHEA
BAC Vice-Chairperson

Attested by:

LC
LESLIE CAROL L. ISIP
BAC Member

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

Karen C. Castillo
KAREN C. CASTILLO
BAC Member/ End-User

Pedro D. Gonzales
PEDRO D. GONZALES
BAC Chairperson

Approved / Disapproved:

Julie J. Daquioag
JULIE J. DAQUIOAG, Ph.D., QESO III
Regional Director / HOPE

Appendix C
TABLE OF RATING FACTORS FOR LEASE OF VENUE

NAME OF SERVICE PROVIDER: HOTEL ARIANA AND RESTAURANT

ADDRESS: Bauang, La Union

	RATING FACTORS	WEIGHT (%)	RATING	REMARKS/ COMMENTS
I.	Availability	100	100	
II.	Location and Site Condition			
	1. Accessibility	(50)	50	
	2. Parking Space	(50)	50	
		100	100	
III.	Neighborhood Data			
	1. Sanitation and health condition	(25)	20	
	2. Police and fire station	(25)	20	
	3. Restaurant/Grocery Stores	(25)	20	
	4. Banking and Postal	(25)	20	
		100	80	
IV.	Venue			
	1. Structural condition	(20)	20	
	2. Functionality			
	a. Conference Rooms	(10)	7	
	b. Room Arrangement (e.g. single, double, etc.)	(5)	5	
	c. Light, ventilation, and air conditioning	(5)	4	
	d. Space requirements	(5)	4	
	3. Facilities			
	a. Water supply and toilet	(4)	4	
	b. Lighting system	(5)	5	
	c. Elevators	(4)	4	N/A. Rooms & Conference Hall located at
	d. Fire escapes	(4)	4	
	e. Fire fighting equipment	(4)	4	
	f. Internet and Telecommunications	(4)	4	
	g. Audio visual equipment	(5)	5	
	4. Other requirements			
	a. Maintenance	(5)	5	
	b. Attractiveness	(5)	5	
	c. Security	(5)	5	
	5. Catering Services	(5)	5	
	6. Client's satisfactory rating	(5)	5	
		100	95	

SUMMARY:

	RATING FACTORS	WEIGHT	RATING
I.	Availability	x (.5)	50
II.	Location and Site Condition	x (.1)	10
III.	Neighborhood Data	x (.05)	4
IV	Venue	x (.35)	33.25
	FACTOR VALUE		97.25

Certified Correct:

Cher
MARIFE M. DOCULAN
Head, BAC Secretariat

on leave
ATTY. CHESTER CAYABAS-DIWAS
BAC Member

SHARWYN M. SANGEL
BAC Member

Barnachea
BENEDICTA M. BARNACHEA
BAC Vice-Chairperson

Attested by:

W
LESLIE CAROL L. ISIP
BAC Member

Ann
LILY-ANN Z. VICTORIO
BAC Member

Karen
KAREN O. CASTILLO
BAC Member/End-User

Pedro
PEDRO D. GONZALES
BAC Chairperson

Approved / Disapproved:

Julie
JULIE J. DAQUIOAG, Ph.D., CESO III
Regional Director / HOPE

Appendix C

TABLE OF RATING FACTORS FOR LEASE OF VENUE

NAME OF SERVICE PROVIDER: EM ROYALLE HOTEL AND BEACH RESORT

ADDRESS: San Juan, La Union

	RATING FACTORS	WEIGHT (%)	RATING	REMARKS/ COMMENTS
I.	Availability	100	100	
II.	Location and Site Condition			
	1. Accessibility	(50)	50	
	2. Parking Space	(50)	50	
		100	100	
III.	Neighborhood Data			
	1. Sanitation and health condition	(25)	25	
	2. Police and fire station	(25)	25	
	3. Restaurant/Grocery Stores	(25)	25	
	4. Banking and Postal	(25)	25	
		100	100	
IV.	Venue			
	1. Structural condition	(20)	15	
	2. Functionality			
	a. Conference Rooms	(10)	10	
	b. Room Arrangement (e.g. single, double, etc.)	(5)	5	
	c. Light, ventilation, and air conditioning	(5)	4	
	d. Space requirements	(5)	4	
	3. Facilities			
	a. Water supply and toilet	(4)	4	
	b. Lighting system	(5)	4	
	c. Elevators	(4)	4	
	d. Fire escapes	(4)	3	N/A. Rooms & Conference Hall located at
	e. Fire fighting equipment	(4)	3	
	f. Internet and Telecommunications	(4)	3	
	g. Audio visual equipment	(5)	5	
	4. Other requirements			
	a. Maintenance	(5)	5	
	b. Attractiveness	(5)	5	
	c. Security	(5)	5	
	5. Catering Services	(5)	5	
	6. Client's satisfactory rating	(5)	5	
		100	89	

SUMMARY:

	RATING FACTORS	WEIGHT	RATING
I.	Availability	x (.5)	50
II.	Location and Site Condition	x (.1)	10
III.	Neighborhood Data	x (.05)	5
IV.	Venue	x (.35)	31.15
	FACTOR VALUE		96.15

Certified Correct:

MSM
MARIFE M. DOCULAN
Head, BAC Secretariat

Attested by:

on leave
ATTY. CHESTER CAYABAS-DIWAS
BAC Member

ML
LESLIE CAROL L. ISIP
BAC Member

SHARWYN M. SANGEL
BAC Member

LV
LILY-ANN Z. VICTORIO
BAC Member

KCC
KAREN C. CASTILLO
BAC Member/ End-User

BMB
BENEDICTA M. BARNACHEA
BAC Vice-Chairperson

PDG
PEDRO D. GONZALES
BAC Chairperson

Approved / Disapproved:

JJD
JULIE J. DAQUIOAG, PhD, CESO III
Regional Director / HOPE