



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

June 5, 2024

CORNELIA G. SANCHEZ
Authorized Representative
Puerto de San Juan Resort Hotel
Ili Sur, San Juan, La Union


Dear Ms. Sanchez:

We are pleased to inform you that your quotation amounting to **Seven Hundred Forty Three Thousand Seven Hundred Fifty Pesos Only (Php743,750.00)** for the Procurement of Meals and Accommodations for the Conduct of Training re: **Synergizing Organizational Capacities: Revitalizing Project Development Management Strategies for Future Proofed Local Infrastructure Governance** to be held on **June 14-16, 2024** at **Puerto de San Juan Resort Hotel, Ili Sur, San Juan, 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,


JONATHAN PAUL M. LEUSEN, JR., CESO III
Regional Director, DILG 1 and
Head of Procuring Entity

CONFORME:


CORNELIA G. SANCHEZ
Authorized Representative
Puerto de San Juan Resort Hotel
Ili Sur, San Juan, La Union

REPUBLIC OF THE PHILIPPINES)

) S.S.

SAN FOO. CITY. L.

CONTRACT OF SERVICES

KNOW ALL MEN BY THESE PRESENTS:

This **CONTRACT OF SERVICE** is made and entered into this 6th day of June, 2024 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 **JONATHAN PAUL M. LEUSEN, JR., 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 RESORT HOTEL** represented herein by **CORNELIA G. SANCHEZ** with office address at Ili Sur, San Juan, La Union, herein referred to as the **Second Party**.

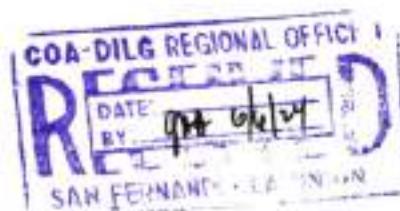
WITNESSETH:

WHEREAS, The **FIRST PARTY** will conduct a **three (3) days** activity entitled "**Conduct of Training re: Synergizing Organizational Capacities: Revitalizing Project Development Management Strategies for Future Proofed Local Infrastructure Governance**" on **June 14-16, 2024** at **Puerto de San Juan Resort Hotel, Ili Sur, San Juan, 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 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: Synergizing Organizational Capacities: Revitalizing Project Development Management Strategies for Future Proofed Local Infrastructure Governance**" to be held on **June 14-16, 2024** at **Puerto de San Juan Resort Hotel, Ili Sur, San Juan La Union**, with the contract package of **SEVEN HUNDRED FORTY THREE THOUSAND SEVEN HUNDRED FIFTY PESOS ONLY (Php 743,750.00)** 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 |
|-------------------|--|-------------|---|-----------------------|
| June 14-16, 2024 | Conduct of Training re: Synergizing Organizational Capacities: Revitalizing Project Development Management Strategies for Future Proofed Local Infrastructure Governance | 3 | Day 1 - 125pax (lunch, pm snack & dinner) | Php 143,750.00 |
| | | | 125pax -Accom. | 162,500.00 |
| | | | Day 2 – 125 pax (breakfast, am snack, lunch, pm snack & dinner) | 209,375.00 |
| | | | 125pax -Accom. | 162,500.00 |
| | | | Day 3 – 125 pax (breakfast & am snack) | 65,625.00 |
| | | | TOTAL | Php 743,750.00 |

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

SParty, Philippines this 6 day of June 2024.

For the First Party

For the Second Party

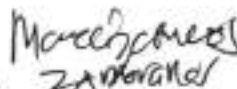

JONATHAN PAUL M. LEUSEN, JR., CESO III
Regional Director
DEPARTMENT OF THE INTERIOR AND
LOCAL GOVERNMENT- REGION I


CORNELIA G. SANCHEZ
Authorized Representative
PUERTO DE SAN JUAN RESORT HOTEL

Witness:


SHARLYN M. STALDER

Witness:


MARCIA ZAMBALES

CERTIFIED FUNDS AVAILABLE:


CHRISTINE JOY F. CASUGA
Acct. III / Regional Accountant

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
SAN FERRANDO CITY, L.U.)S.S.

BEFORE ME, a Notary Public for and in SAN FERRANDO CITY, L.U., this
06 JUN 2024, personally appeared

JONATHAN PAUL M. LEUSEN, JR., CESO III

TIN: 123-933-075-000

CORNELIA G. SANCHEZ

TIN: 179-402-375

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. 72
Page No. 15
Book No. XIII
Series of 2274


ATTY. AILEEN GRACE L. BRAGANZA, CPA
AGB LEGAL AND BUSINESS SOLUTIONS
#21 Quizon Avenue, Seville, San Fernando City, La Union
Notary Public for and in the City of San Fernando, La Union
Commission No. 152-2023, Valid Until 12/31/2025
Rule of Attorneys No. 72789
Official Receipt - CY 2024 No. 375608, 12/27/2023
Professional Tax Receipt - CY 2024 No. LU-6013547, 12/14/2023
No. LE-Complan. e No. VI-0014616, Valid Until 04/14/2025



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

Regional Office 1
Aguila Rd., Sevilla, San Fernando City, La Union
www.region1.dilg.gov.ph

NOTICE TO PROCEED

June 7, 2024

CORNELIA G. SANCHEZ
Authorized Representative
Puerto de San Juan Resort Hotel
Ili Sur, San Juan, La Union

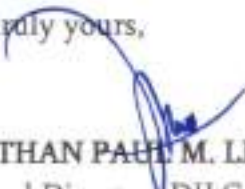
Dear Ms. Sanchez:

With the attached **CONTRACT OF SERVICES** having been approved, you are hereby notified to provide **Meals and Accommodations** for the conduct of **Conduct of Training re: Synergizing Organizational Capacities: Revitalizing Project Development Management Strategies for Future Proofed Local Infrastructure Governance** on June 14-16, 2024 at Puerto de San Juan Resort Hotel, Ili Sur, 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,


JONATHAN PAUL M. LEUSEN, JR., CESO III
Regional Director, DILG 1 and
Head of Procuring Entity

RECEIVED BY:


CORNELIA G. SANCHEZ
Authorized Representative
Puerto de San Juan Resort Hotel
Ili Sur, San Juan, La Union



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
BIDS AND AWARDS COMMITTEE
Regional Office I
Aguila Road, Sevilla, City of San Fernando, La Union
www.region1.dilg.gov.ph

BIDS AND AWARDS COMMITTEE (BAC)
Resolution No. 2024-26

DECLARING THE SINGLE CALCULATED AND RESPONSIVE BID (SCRB) AND RECOMMENDING THE SAME TO THE HOPE TO AWARD THE CONTRACT FOR THE LEASE OF VENUE AND HOTEL ACCOMMODATION INCLUSIVE OF MEALS AND SNACKS FOR THE CONDUCT OF THE SYNERGIZING ORGANIZATIONAL CAPACITIES, REVITALIZING PROJECT DEVELOPMENT AND MANAGEMENT STRATEGIES FOR FUTURE PROOFED LOCAL INFRASTRUCTURE GOVERNANCE

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 and Hotel Accommodation inclusive of Meals and Snacks for the conduct of **Synergizing Organizational Capacities: Revitalizing Project Development And Management Strategies For Future Proofed Local Infrastructure Governance** with an Approved Budget for the Contract (ABC) of **Seven Hundred Fifty Thousand Pesos (Php 750,000.00)**;

WHEREAS, the BAC implemented the procedures prescribed for the Negotiated Procurement - Lease of Real Property and Venue for the aforesaid activity under Section 53.10 of the Revised Implementing Rules and Regulations of Republic Act No. 9184;

WHEREAS, the BAC scheduled the opening of bids on June 04, 2024, 02:01 PM, with three (3) prospective Service Providers, namely: 1) Aureo Hotel and Resort, 2) Puerto De San Juan Beach Resort Hotel, and 3) Awesome Hotel. Only Puerto De San Juan Beach Resort Hotel has submitted its bid proposal with complete eligibility requirements with a total bid amount of Seven Hundred Forty-Three Thousand Seven Hundred Fifty Pesos (Php 743,750.00);

WHEREAS, after a thorough review and evaluation of the BAC, assisted by the Technical Working Group, PUERTO DE SAN JUAN BEACH RESORT HOTEL was determined to be responsive to the technical requirements having obtained an overall rating of 97.05 % which is above the DILG R1- prescribed passing rate of 85% for the 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 Single Calculated and Responsive Bidder (SCRB) with a bid amount of Seven Hundred Forty-Three Thousand Seven Hundred Fifty Pesos (Php 743,750.00);
- 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 that the **Project Development and Management Unit (PDMU)** as End-User, be furnished a copy of this Resolution for its reference and appropriate action.

ADOPTED: DILG Regional Office 1, June 04, 2024, via Hybrid Conference.

Certified Correct by:

JULIE ANN B. QUILATES
Head, BAC Secretariat

Attested by:

RHODORA G. SORIANO
BAC Member

LESLIE CAROL L. ISIP
BAC Member

LILY-ANNE Z. VICTORIO
BAC Member

- ON LEAVE -
ATTY. CHESTER S. CAYABAS-DIWAS
BAC Member

JAYBEE S. LINGO
End User

BENEDICTA M. BARNACHEA
BAC Vice-Chairperson

PEDRO D. GONZALES
BAC Chairperson

APPROVED/DISAPPROVED:

JONATHAN PAUL M. CEUSEN, JR., CESO III
Regional Director HoPE

Appendix C

TABLE OF RATING FACTORS FOR LEASE OF VENUE

NAME OF SERVICE PROVIDER: PUERTO DE SAN JUAN
ADDRESS: SAN JUAN LA UNION

| | RATING FACTORS | WEIGHT (%) | RATING | REMARKS/ COMMENTS |
|------|--|------------|--------|----------------------|
| I. | Availability | 100 | 100 | |
| II. | Location and Site Condition | | | |
| | 1. Accessibility | (50) | 45 | |
| | 2. Parking Space | (50) | 50 | |
| | | 100 | 95 | |
| 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) | 20 | |
| | 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) | 5 | |
| | 3. Facilities | | | |
| | a. Water supply and toilet | (4) | 4 | |
| | b. Lighting system | (5) | 4 | |
| | c. Elevators (3rd Floor & above)/ Staircase (Compliant to Accessibility Law) | (4) | 4 | |
| | d. Fire escapes | (4) | 4 | |
| | e. Fire fighting equipment | (4) | 4 | |
| | f. Internet and Telecommunications | (4) | 4 | |
| | g. Audio visual equipment | (5) | 3 | |
| | 4. Other requirements | | | |
| | a. Maintenance | (5) | 5 | |
| | b. Attractiveness | (5) | 4 | |
| | c. Security | (5) | 5 | |
| | 5. Catering Services | (5) | 4 | |
| | 6. Client's satisfactory rating | (5) | 4 | |
| | | 100 | 93 | |

SUMMARY:

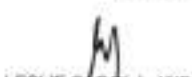
| | RATING FACTORS | WEIGHT | RATING |
|------|-----------------------------|---------|--------|
| I. | Availability | x (.5) | 50 |
| II. | Location and Site Condition | x (.1) | 9.5 |
| III. | Neighborhood Data | x (.05) | 5 |
| IV. | Venue | x (.35) | 32.55 |
| | FACTOR VALUE | | 97.05 |


Certified Correct:


JULIE ANN B. QUILATES
Head, BAC Secretariat

on leave


ATTY. CHESTER CAYABAS-DIWAS
BAC Member

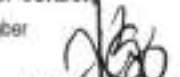

LESLIE CAROL L. ISIP
BAC Member



LILY ANN S. VICTORIO
BAC Member


BENEDICTA M. BARNACHEA
BAC Vice-Chairperson

Attested by:


RHODORA G. SORIANO
BAC Member


JAYBEE B. ARIGO
End-user


PEDRO D. GONZALES
BAC Chairperson

Approved Disapproved


JONATHAN PAUL M. JENSEN, JR., CESO III
Regional Director / HOPE



RFQ NO. 2024-05-131
 ABC: Php 750,000.00

ABSTRACT OF QUOTATION/S

Mode of Procurement
 Lease of Venue

AOQ No. 2024-16
 Date : June 4, 2024, 2:01PM
 Time: 2:01 PM

| Item | Item/Description | ABC | Qty. | Unit | PUERTO DE SAN JUAN | AWESOME | AUREO |
|------|---|------------|------|------|---|---|--------------------------|
| | | | | | total cost | total cost | total cost |
| 1 | Lease of Venue and Hotel Accommodation inclusive of Meals and Snacks for the Synergizing Organizational Capacities: Revitalizing Project Development and Management Strategies for Future Proofed Local Infrastructure Governance on June 14-16, 2024 | 750,000.00 | 125 | nos | 743,750.00 | - | - |
| | PR No. _____ Date Received _____ PUR: | | | | | Venue is not Available RFQ signed by Shaina Manuel | Received signed RFQ only |
| | SECURITY 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 | | | | Mun of San Juan La Union Jan 16, 2024 - Dec 31, 2024 | X | X |
| | Latest Income/Business Tax Return/Tax Clearance Certificate | | | | AITR FY 2023 - Computer generated - stamped received april 30, 2024 | X | X |
| | PhiGeis Reg Number | | | | Platinum June 27, 2023 - Aug 12, 2024 | X | X |
| | Menu | | | | / | X | X |
| | Table of Rating Factors for Lease of Venue (passing rate of 85%) | | | | 97.00 | | |

REMARKS:
 Award is hereby recommended to be given to **PUERTO DE SAN JUAN** which is the SINGLE calculated and responsive bid.

OTHERS: _____

RODERICK G. SORIANO
 BAC Member

BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson

LILY LOPEZ-VICTORIO
 BAC Member

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

PEDRO D. GONZALES
 BAC Chairperson

LESLIE CAROL LISP
 BAC Member

JAMES M. PIGO
 BAC Member

APPROVED BY:

 JONATHAN PAUL M. LEUSEN, JR., CESO III
 Regional Director / RO/1