



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. 2024-57

DECLARING THE LOWEST CALCULATED AND RESPONSIVE BID (LCRB) 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 MANAGING HR EMPLOYEE RELATIONS OF FAD PERSONNEL ON AUGUST 1-3, 2024

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 the **MANAGING HR EMPLOYEE RELATIONS OF FAD PERSONNEL ON August 1-3, 2024**, with an Approved Budget for the Contract (ABC) of **Two-Hundred Nineteen Thousand Five Hundred Fifty Pesos (Php 219,550.00)**;

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 July 26, 2024, 2:01PM but was rescheduled due to the suspension of work of all the government offices on July 26, 2024;

WHEREAS, the BAC rescheduled the opening of bids on July 29, 2024, 02:01 PM, with three (3) prospective Service Providers, namely: 1) Marand Beach Resort, 2) Heart of Mother Earth (HOME) Resort and 3) Lafaayette Luxury Suites Resort all within La Union. However, only Marand Beach Resort has submitted complete eligibility requirements with a total bid proposal of **One Hundred Ninety-Seven Thousand Five Hundred Fifty Pesos (Php 197,550.00)**;

Bidder	Quotation	Remarks
Marand Beach Resort	Php 197,550.00	Complete Eligibility Requirements
Heart of Mother Earth (HOME) Resort	Php 217,100.00	No Menu Submitted; Exceeded the ABC per Item for AM/PM Snacks
Lafaayette Luxury Suites Resort	-	No Eligibility Requirements Submitted

WHEREAS, after a thorough review and evaluation of the BAC assisted by the Technical Working Group, MARAND BEACH RESORT was determined to be responsive to the technical requirements having obtained an overall rating of 98.02% which is above the DILG R1- the 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 Marand Beach Resort as the Lowest Calculated and Responsive Bidder (LCRB) with a bid amount of **One Hundred Ninety-Seven Thousand Five Hundred Fifty Pesos (Php 197,550.00)**;
- 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 that the Finance and Administrative Division (FAD) as End-User, be furnished a copy of this Resolution for its reference and appropriate action.

ADOPTED: DILG Regional Office 1. July 29, 2024, at the DILG R1 Training Hall.

Certified Correct by:

JULIE ANN B. QUILATES
 Head, BAC Secretariat

Attested by:

On Official Business
RHODORA G. SORIANO
 BAC Member

LILY-ANN Z. VICTORIO
 BAC Member

ATTY. CHESTER S. CAYABAS-DIWAS
 BAC Member

On Official Business
LESLIE CAROL L. ISIP
 BAC Member

ENGR. SHARWYN M. SANGEL
 End-User

BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson

PEDRO D. GONZALES
 BAC Chairperson

APPROVED/DISAPPROVED:

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



RFQ NO. 2024-07-195
ABC: Php 219,550.00

ABSTRACT OF QUOTATION/S

MODE OF PROCUREMENT:

AOQ No. 2024-
 Date : July 29, 2024, 2:00 PM
 Time: 2:01 PM

Item	Item/Description	ABC	Qty.	Unit	La Fayette Suits	Heart of Mother Earth Home Resort	Marand Beach Resort
					total cost	total cost	total cost
1	Lease of Venue and Hotel Accommodation inclusive of Meals and Snacks for the Managing HR Employee Relations of PAD Personnel on Aug 1-3	219,550.00			RFQ only no documentary Req't Submitted with a total amount of 289,000.00	217,100.00	197,550.00
	PR No. _____ Date Received: _____ PUR: _____					exceeded the ABC per item for AM/PM Snacks	
	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					Mun. Gov't of Aringay issued on Feb 2, 2024 - Dec 31, 2024	Mun Gov't of Bauang issued on Feb 5, 2024 - Dec 31, 2024
	Latest Income/Business Tax Return/Tax Clearance Certificate					AITR FY 2023 Computer Generated -Filing Ref Number dated April 15, 2024	TCC Mar 15, 2024 - Mar 15, 2025
	PhilGeps Reg. Number					Platinum Membership issued on Nov 10, 2023 - Nov 10, 2024 issued to Romera OPC(owner)	RED Membership - 383701
	Menu					x	/
	Table Rating Factor						98.02

REMARKS:

Award is hereby recommended to be given to MARAND BEACH RESORT which is the LOWEST calculated and responsive bid.

OTHERS: _____

on official business
RHODORA G. SORIANO
 BAC Member

BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson

LILY-ANN Z. VICTORIO
 BAC Member

ATTY. CHESTER S. CAVABAS-DIWIAS
 BAC Member

PEDRO D. GONZALES
 BAC Chairperson

on official business
LESLIE CAROL I. ISIP
 BAC Member

ENGR. SHARWYN M. SANGEL
 End-user

APPROVED BY:

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

Appendix C

TABLE OF RATING FACTORS FOR LEASE OF VENUE

NAME OF SERVICE PROVIDER: MARAND BEACH RESORT
 ADDRESS: Bauang, 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)	45	
		100	90	
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)	5	
	d. Space requirements	(5)	5	
	3. Facilities			
	a. Water supply and toilet	(4)	4	
	b. Lighting system	(5)	5	
	c. Elevators (3rd Floor & above)/ Staircase	(4)	4	
	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)	4.2	
	c. Security	(5)	5	
	5. Catering Services	(5)	4	
	6. Client's satisfactory rating	(5)	4	
		100	97.2	

SUMMARY:

	RATING FACTORS	WEIGHT	RATING
I.	Availability	x (.5)	50
II.	Location and Site Condition	x (.1)	9
III.	Neighborhood Data	x (.05)	5
IV.	Venue	x (.35)	34.02
	FACTOR VALUE		98.02

Certified Correct:


 JULIE ANN B. QUILATES
 Head, BAC Secretariat

Attested by:


 ATTY. CHESTER CAYABAS-DIWAS
 BAC Member

on official business
 RHODORA G. SORIANO
 BAC Member

on official business
 LESLIE CAROL L. ISIP
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 ENGR. SHARWYN M. SANGEL
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 BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson

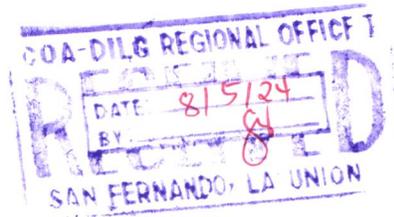

 PEDRO D. GONZALES
 BAC Chairperson

Approved / Disapproved:


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

REPUBLIC OF THE PHILIPPINES)
SAN FERNANDO, CITY, LA UNION) S.S.

CONTRACT OF SERVICES



KNOW ALL MEN BY THESE PRESENTS:

This **CONTRACT OF SERVICE** is made and entered into this **31st day of July 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 -

The **MARAND RESORT AND SPA**, represented herein by **MELANIE MADAYAG** with office address at Barangay Baccuit Sur, Bauang, La Union, herein referred to as the **Second Party**.

WITNESSETH:

WHEREAS, the **FIRST PARTY** will conduct a **three (3) days** activity entitled "**Conduct of Managing HR Employee Relations of FAD Personnel**" on **August 1-3, 2024** at **Marand Resort and Spa, Barangay Baccuit Sur, 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 foods and accommodations for the participants who will attend the "**Conduct of Managing HR Employee Relations of FAD Personnel**" to be held on **August 1-3, 2024** at **Marand Resort and Spa, Barangay Baccuit Sur, Bauang, La Union**, with the contract package of **ONE HUNDRED NINETY SEVEN THOUSAND FIVE HUNDRED FIFTY PESOS ONLY (Php197,550.00)** 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 and accommodation at the same rate for the additional participants;

Proposed Schedule	Activity	No. of Days	No. of Participants	Amount
Aug.1-3, 2024	Conduct of Managing HR Employee Relations of FAD Personnel	3	Day 1 - 34 pax (Accom)	Php 40,800.00
			34 pax (Lunch, Pm snack & Dinner)	35,700.00
			Day 2 - 39pax (Accom)	46,800.00
			39pax ((Breakfast, am snack,Lunch,pm snack & Dinner)	58,500.00
			Day 3 – 35pax (Breakfast & am snack)	15,750.00
			TOTAL	Php 197,550.00

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 FIDO, CITY, L.I., Philippines this 31th day of July 2024.

For the First Party:

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

For the Second Party:

MELANIE MADAYAG
Authorized Representative
MARAND RESORT AND SPA

Witness:

SHARWIN M. SANGEL

Witness:

CERTIFIED FUNDS AVAILABLE:

CHRISTINE JOY F. CASUGA
Acct. III / Regional Accountant

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)

SAN FDO. CITY, LU.)S.S.

BEFORE ME, a Notary Public for and in SAN FDO. CITY, LU., this
02 AUG 2024, personally appeared

JONATHAN PAUL M. LEUSEN, JR., CESO III

TIN: 123-933-075-00

MELANIE MADAYAG

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. 427
Page No. 85
Book No. XIII
Series of 2024

ATTY. AILEIN GRACE L. BRAGANZA CPA
AGB LEGAL AND BUSINESS SOLUTIONS
#21 Quezon Avenue, Sevilla, 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
Roll of Attorneys No. 77289
IBP Official Receipt - CY 2024 No. 375808, 12/27/2023
Professional Tax Receipt - CY 2024 No. LU 8513567, 12/14/2023
MCLE Compliance No. VI 0019816, Valid Until 04/14/2025



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

July 30, 2024

MELANIE MADAYAG

Authorized Representative
Marand Resort and Spa
Baccuit Sur, Bauang, La Union

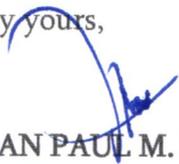
Dear Ms. Madayag:

We are pleased to inform you that your quotation amounting to **One Hundred Ninety Seven Thousand Five Hundred Fifty Pesos Only (Php197,550.00)** for the **Procurement of Meals and Accommodations for the Conduct of Managing HR Employee Relations of FAD Personnel** to be held on **August 1-3, 2024 at Marand Resort and Spa, Barangay Baccuit Sur, Bauang, 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,


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

CONFORME:


MELANIE MADAYAG
Authorized Representative
Marand Resort and Spa
Baccuit Sur, Bauang, 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

July 31, 2024

MELANIE MADAYAG

Authorized Representative
Marand Resort and Spa
Baccuit Sur, Bauang, La Union

Dear Ms. Madayag:

With the attached **CONTRACT OF SERVICES** having been approved, you are hereby notified to provide **Meals and Accommodations for the Conduct of Managing HR Employee Relations of FAD Personnel** on **August 1-3, 2024** at **Marand Resort and Spa, Barangay Baccuit Sur, 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,

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

RECEIVED BY:

MELANIE MADAYAG
Authorized Representative
Marand Resort and Spa
Baccuit Sur, Bauang, La Union