



PURCHASE ORDER

PO Number PO 000143

(Please quote this number on all related correspondence, delivery/shipping papers and invoice)

TO: SOTOGRADE PALAWAN HOTEL, INC. KM10 North National Highway, Brgy. Tagburos, Puerto Princesa City, Palawan		DELIVER/SHIP TO: Bases Conversion and Development Authority 2F Bonifacio Technology Center 31st Street corner 2nd Avenue BGC Taguig NCR 1634	
Contact Name: Carmela M. Manabat		Procurement Division	
Tel No.: 09761278836		Tel No.: 8575-1700	
Email Address: salesandmarketing@crownhotelpalawan.c		Fax No.: 8816-0978	
TIN: 626-315-831-00000		TIN: 002-219-694-000	
Business Style: SOTOGRADE PALAWAN HOTEL,		Business Style: Bases Conversion and Development	

PO Date of Approval	PR No.	Requesting Department	Mode of Procurement	Delivery Term	Payment Term
11/8/2023	0003029	Public Affairs Department	SVP	3 days	COD

Item	Quantity	Unit	Description	Unit Cost	Amount
1	1.00	LOT	HOTEL ACCOMODATION- FOR 18 PAX IN PUERTO PRINCESA, PALAWAN; (1) 7- DELUXE ROOM (DOUBLE) (2) 4-SUITE ROOM WHEN: NOVEMBER 15-17, 2023 NO OF ROOMS : 7- DELUXE ROOM (DOUBLE) AND 4-SUITE ROOM INCLUSION OF THE FOLLOWING 1. BREAKFAST 2. AIRPORT TRANSFER 3. DEDICATED 24/7 TRANSPORT SERVICE FOR 28 PAX FROM HOTEL TO - NOVEMBER 15 (ARRIVAL AT PUERTO PRINCESA) - NOVEMBER 16 (ARRIVAL AT PUERTO PRINCESA) - NOVEMBER 17 (CAMP ARTEMIO RICARTE, WESTERN COMMAND, PUERTO PRINCESA, ETC) 4. ROOM ACCOMMODATION - NOV. 15 - 4 PAX (MORNING) - NOV. 16 - 18 PAX AFTERNOON FLIGHT FROM MANILA (4PM OR 5PM), - NOV. 17 - 18 PAX AFTERNOON/EVENING FLIGHT TO MANILA (6PM OR 8PM)	81,600.00	81,600.00

NOTE: PAD- PURCHASE REQUEST NO. 0000179, HOTEL ACCOMMODATION BCDA-AFP FORUM IN PALAWAN

PESOS: EIGHTY ONE THOUSAND SIX HUNDRED AND 00/100 PESOS ONLY	81,600.00
---	------------------

Terms and Conditions:
This Purchase Order (PO) shall be governed by the General Terms and Conditions printed at the back hereof

Note: Please attach the original copy of this order together with the DELIVERY RECEIPT and SALES INVOICE in the triplicate.

FUNDS AVAILABLE:

SHERRYL T. CORPUZ
Officer-In-Charge
Budget and Revenue Allocation Department

Approved by:

VIRGIL M. ALVAREZ
Officer-In-Charge, OSVP-CSG

Recommended by:

ALMIRA S. CLARIANES
Officer-In-Charge, PPMO

PURCHASE ORDER

PO Number PO 000143

(Please quote this number on all related correspondence, delivery/shipping papers and invoice)

TO: SOTOGRADE PALAWAN HOTEL, INC. KM10 North National Highway, Brgy. Tagburos, Puerto Princesa City, Palawan		DELIVER/SHIP TO: Bases Conversion and Development Authority 2F Bonifacio Technology Center 31st Street corner 2nd Avenue BGC Taguig NCR 1634			
Contact Name:	Carmela M. Manabat	Procurement Division			
Tel No.:	09761278836	Tel No.:	8575-1700		
Email Address:	salesandmarketing@crownhotelpalawan.c	Fax No.:	8816-0978		
TIN:	626-315-831-00000	TIN:	002-219-694-000		
Business Style:	SOTOGRADE PALAWAN HOTEL,	Business Style:	Bases Conversion and Development		
PO Date of Approval	PR No.	Requesting Department	Mode of Procurement	Delivery Term	Payment Term
11/8/2023	0003029	Public Affairs Department	SVP	3 days	COD
Item	Quantity	Unit	Description	Unit Cost	Amount

I hereby certify that I am authorized representative of the company and that by affixing my signature, it shall bind the company I am representing to the terms and conditions of the PO and all applicable provisions of RA 9184 and its revised IRR and other applicable government rules.

I further certify that the above prices, which were quoted in the Request for Quotation (RFQ), are inclusive of all taxes, freight, insurance and all other incidental expenses necessary for its delivery.

CONFORME:

Date Received:

Nov. 10, 2023

ma. Carmela M. Manabat
Printed Name and Signature of Authorized Representative

(The supplier shall sign and return the acknowledgement copy to BCDA-Procurement or through fax within five (5) working days after issuance.)

KINDLY REFAX TO 5751785 OR EMAIL TO

ifdavid@bcda.gov.ph

THANKS.

Acknowledgement Certificate No. : AC_126_072023_000314

Date Issue : July 07, 2023

Series Range : PO 000000 - PO 999999



08 November 2023

MS. CARMELA M. MANABAT
Authorized Representative
SOTOGRADE PALAWAN HOTEL, INC.
KM10 North National Highway, Brgy. Tagburos,
Puerto Princesa City, Palawan

Subject: **NOTICE OF AWARD**
Solicitation/Reference Nos: BG2023-081-1298/10279916
Hotel Accommodation for the Forum on the Role of BCDA in the AFP
Modernization Program for the Western Command of the Armed Forces
of the Philippines at Camp Artemio Ricarte, Puerto Princesa, Palawan

Dear Ms. Manabat:

We are pleased to notify you that the contract for the Procurement of Hotel Accommodation for the Forum on the Role of BCDA in the AFP Modernization Program for the Western Command of the Armed Forces of the Philippines at Camp Artemio Ricarte, Puerto Princesa, Palawan, is hereby awarded to **SOTOGRADE PALAWAN HOTEL, INC.**, having adjudged its quotation as the Single Calculated and Responsive Quotation for a contract price amounting to **EIGHTY ONE THOUSAND SIX HUNDRED AND 00/100 PESOS ONLY (Php81,600.00)** inclusive of all applicable taxes and fees.

You are therefore required, within ten (10) calendar days from receipt of this Notice of Award to formally enter into a contract with BCDA through a Purchase Order. Failure to enter into the said contract shall constitute sufficient ground for the cancellation of this Award.

Please indicate your concurrence by signing the Notice of Award on the space provided below and return the same upon signing.

Thank you.

Very truly yours,



VIRGIL M. ALVAREZ
Officer-In-Charge, CSG

Conforme:


MS. CARMELA M. MANABAT
Authorized Representative
SOTOGRADE PALAWAN HOTEL, INC.



Date: Nov. 10, 2023
P.O. Box 42, Taguig Post Office
Taguig City, Philippines

Tel: +632 8575 1700 • Telefax: +632 8816 0996
Website: www.bcda.gov.ph

BCDA Corporate Center
2/F Bonifacio Technology Center
31st St. cor. 2nd Ave. Bonifacio Global City,
Taguig City 1634 Philippines



NOTICE TO PROCEED

09 November 2023

MS. CARMELA M. MANABAT
Authorized Representative
SOTOGRADE PALAWAN HOTEL, INC.
KM10 North National Highway, Brgy. Tagbueros,
Puerto Princesa City, Palawan

Dear **Ms. Manabat**:

With the approval of the attached Purchase Order (PO) No. 000143, notice is hereby given to **SOTOGRADE PALAWAN HOTEL, INC.**, to proceed with the Hotel Accommodation for the Forum on the Role of BCDA in the AFP Modernization Program for the Western Command of the Armed Forces of the Philippines at Camp Artemio Ricarte, Puerto Princesa, Palawan on November 15 to 17, 2023, according to the terms and conditions of the said PO.

Please indicate your concurrence by signing the Notice to Proceed on the space provided below and return the same upon signing.

Thank you.

Very truly yours,



VIRGIL M. ALVAREZ
Officer-In-Charge, CSG

Conforme:



MS. CARMELA M. MANABAT
Authorized Representative
SOTOGRADE PALAWAN HOTEL, INC.

Date: Nov. 10, 2023

TERMS AND CONDITIONS

1. Obligations of Supplier (Awardee)
 - a. Cause the signing of the approved Purchase Order (PO) by the authorized representative of the company.
 - b. Deliver the Goods within the agreed date of delivery, reckoned from the date the PO was signed in "Conforme" by the authorized representative of the supplier.
 - c. Submit the original copy of the PO supported by the Delivery Receipt and Sales Invoice (in triplicate) for the processing of payment.
2. Obligations of BCDA
 - a. Acknowledge receipt of Goods delivered, if found in accordance with the technical specifications.
 - b. Pay the Supplier according to the terms of Payment in the PO.
 - c. Facilitate of Issuance of gate pass, if necessary.
3. Penalty Clause
 - a. Liquidated damage in the amount of one-tenth (1/10th) or one percent (1%) of total value of the contract shall be deducted for each day of delay and failure of the contractor/supplier to make the delivery within the specified date of each delivery.
 - b. In case of partial delivery a liquidated damage in the amount of one tenth (1/10) or one percent (1%) of total value of the undelivered portion of the contract shall be deducted for each day of delay for failure of the contractor/supplier to to make the delivery within the specified date of each delivery.
 - c. Facilitate of Issuance of gate pass, if necessary.
4. Contract Termination

The BCDA may terminate the contract for the reason of default in any of the following conditions:

 - a. Failure by the winning supplier to accept the award or refusal to sign the PO in "Conforme by" the authorized representative.
 - b. Outside of force majeure, failure of the Supplier to deliver or perform any or all of the Goods within the period(s) specified in the contract, or within the extension thereof granted by the BCDA pursuant to a request made by the Supplier prior to the delay, and such failure amounts to at least ten percent (10%) of the contract price (Section IIIA. 1.b, Appendix 4 of the revised IRR).
 - c. As a result of force majeure, failure of the Supplier to deliver or perform any or all of the Goods, amounting to at least (10%) of the contract price, for the period of not less than sixty (60) calendar days after receipt of the notice to the BCDA stating that circumstance of force majeure is deemed to have ceased (Section IIIA. 1.b, Appendix 4 of the revised IRR)
 - d. Failure of the Supplier to perform any other obligations under the Contract (Appendix 4, Section IIIA. 1.C, Appendix 4 of the revised IRR).
5. Blacklisting of Supplier

For refusal to accept an award, or enter into contract or perform the obligations as agreed, without justifiable cause after it has been adjudged as having the Lowest Calculated and Responsive Bid (LCRB), BCDA shall include the winning Supplier in the list of BCDA Blacklisted Suppliers for the period of one (1) year.