



Republic of the Philippines  
 Department of Agriculture  
**PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES**  
 Apacible Hall, Department of Agriculture Compound,  
 Elliptical Road, Diliman, Quezon City  
 Tel. Nos.: 928-8751 to 65 locals 2601 to 2614

August 23, 2018

**NOTICE OF AWARD**  
**No. 2018-125**

**MS. SHEENA MARIE T. MAIZ**  
 Sales Account Executive  
 THE PINNACLE HOTEL AND SUITES  
 Sta. Ana Avenue, Davao City

Dear Ms. Maiz:

With reference to your quotation for the procurement of One (1) lot Food and Accommodation in Davao City for the conduct of Area-Wide Planning Workshop for Mindanao B on August 28-31, 2018, we are pleased to confirm the award of the procurement to your firm for the amount of **Six Hundred Thirty-Four Thousand Pesos (PhP634,000.00)** with the following specifications:

<i>Item/ Description</i>	<i>Contract Price (PhP)</i>
<p><b>1 lot Food and Accommodation</b>  <b>For 4 days &amp; 3 nights @ 30 pax</b>  <b>For 3 days &amp; 2 nights @ 70 pax</b></p> <p><b>Meals during evening session</b>  <b>1 evening session @ 100 pax</b></p> <p><b>Inclusions:</b>  <b>Hotel Room Accommodation (single bed/pax)</b>  <b>(2) single rooms, (25) double sharing bed &amp; (16) triple sharing</b></p> <p><b>Meals:</b>  <b>Day 0: Buffet Lunch, PM Snacks, Buffet Dinner</b>  <b>Day 1- Buffet Breakfast, AM Snacks, Buffet Lunch, PM Snacks, Buffet Dinner</b>  <b>Day 2 - Buffet Breakfast, AM Snacks, Buffet Lunch, PM Snacks, Buffet Dinner</b>  <b>Day 3- Buffet Breakfast, AM Snacks, Buffet Lunch, PM Snacks</b></p> <p><b>*Meals should include three (3) main courses plus soup, dessert and 1 round drinks/juice during lunch &amp; dinner</b>  <b>* Use of conference room for 3 days and 1 evening session</b>  <b>* Provision of LCD projector and screen, whiteboard with marker and eraser, pads and pencils</b>  <b>* Free use of electricity for laptops and printers.</b>  <b>* Free use of Sound system</b>  <b>* Flowing coffee/tea and purified water, candies/mints and peanuts during sessions</b>  <b>* With complimentary welcome streamer and back drop tarpaulin</b>  <b>*Complimentary in-room WIFI connectivity to all rooms and conference room and access to other hotel amenities free of charge.</b>  <b>Preferred Location: Davao City</b>  <b>Date: August 28-31, 2018</b></p> <p><b>Purpose:</b>  <b>Conduct of Area-Wide Planning Workshop for Mindanao B</b></p>	<p><b>634,000.00</b></p>

In connection with this Notice, please supply and deliver the required items upon receipt of the approved Purchase Order in conformity with the stated specifications and in accordance with the agreed government terms and conditions.

Please acknowledge receipt and acceptance of this Notice by signing in the space provided below and fax to us at telefax number 920-4095 upon receipt thereof.

For inquiries, you may get in touch with Mr. Freido I. Prado, Head, BAC Secretariat of PCAF at telephone numbers 920-4092 or 926-2241.

Thank you.

Very truly yours,

  
**SARAH GUTIERREZ-CAYONA**  
Executive Director

I acknowledge receipt of this Notice of Award on August 29, 2018  
Name of Authorized Representative Sheena Marie T. Maiz  
Signature 