



Republic of the Philippines
 Department of Agriculture
PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES
 Department of Agriculture Compound
 Elliptical Road, Diliman, Quezon City
 Tel. No. 8928-8751 to 65 locals 2601 to 2625. email pcaf.da@gmail.com

May 2, 2023

**NOTICE OF AWARD
 No. 2023-052**

MS. JESSY ZAFE
 Admin Officer
 E CROWN HOTEL & RESORT
 San Vicente, Virac Catanduanes

Dear Ms. Zafe:

With reference to your quotation for the procurement of **1 LOT MEALS AND ACCOMMODATION**, we are pleased to confirm the award to your firm for the total amount of **THREE HUNDRED EIGHTY-TWO THOUSAND FIVE HUNDRED PESOS (Php 382,500.00)** with the following specifications:

Item Description	QTY	Unit Cost	Total Cost
LIVE IN	1 LOT		382,500.00
MEALS AND ACCOMMODATION			
pax/day @ 2 days @ 75 pax @ Php 2,200.00/pax/day		2,100.00	315,000.00
MEALS DURING EVENING SESSION			
pax/day @ 1 day @ 100 pax @ Php 200.00/pax		200.00	20,000.00
LIVE OUT (am snacks, Managed Buffet Lunch, pm snacks)			
MEALS only pax/day @ 2 days @ 25 pax @ Php 1,100.00/pax/day		950.00	47,500.00
Inclusions:			
Hotel room accommodation			
(air conditioned all rooms with single individual bed with inside comfort room, spacious area and at least 30 square meter floor area)			
room configuration: 3 single occupancy, 6 double occupancy, 20 triple sharing			
MEALS on the 1st day (Managed Buffet Lunch, PM Snacks, Managed Buffet Dinner)			
MEALS on the 2nd day (Managed Buffet Breakfast, AM Snacks, Managed Buffet Lunch, PM Snacks, Managed Buffet Dinner)			
MEALS on the 3rd day (Buffet Breakfast, Packed AM Snacks)			
MEALS should include three (3) main course plus soup, dessert and one round drinks/juice during snacks, lunch and dinner			
NO CREAM DORY in the menu			
- Use of Conference room for 3 days and 2 days evening sessions (preferable at least 2.7 meters ceiling height and well lighted and could accommodate participants up to 120 pax for fish bone and/or round table set up, with technical operation staff)			
- Provision of LCD projector and widescreen, free use of electricity for laptops, LCDs, and printers			
- Free use of sound system			
- Flowing coffee/tea and purified water during sessions			
- With complementary one (1) Secretariat room, welcome streamer and backdrop tarpaulin			
- Complimentary in-room Wi-Fi connectivity to all rooms and conference room and access to other hotel amenities free of charge			
- Preferable with in-house medical service/clinic and available 24 hour standby generator			
1st day: May 30 (check in) Lunch			
3rd day: June 1 (check out) AM snacks			
Preferred Location: Virac City (city proper)			
and must be strategically located and accessible by public transport			
Purpose: Abaca National Stakeholders Dialogue, May 30 - 01 June 2023			

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

Please acknowledge receipt and acceptance of this Notice within 3 working days by signing in the space provided below and email us at bacsec@pcaf.da.gov.ph upon receipt thereof.

For inquiries, you may get in touch with Mr. Ken Ryan P. Eleazar, BAC Secretariat of PCAF at telephone numbers 8920-4092 or 8926-2241. Loc 2622




Republic of the Philippines
Department of Agriculture
PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES
Department of Agriculture Compound
Elliptical Road, Diliman, Quezon City
Tel. No. 8928-8751 to 65 locals 2601 to 2625. email pcaf.da@gmail.com

Page 2 of NOA NO. 2023-052

Thank you.

Very truly yours,


NESTOR B. DOMENDEN
Executive Director III

I acknowledge receipt of this Notice of Award on MAY 11, 2023
Name of Authorized Representative JESSY R ZAPE
Signature _____

Bank Details:
Name of Payee : THE CROWN HOTEL AND RESORT VIRAC INC.
Name of Bank : LAND BANK OF THE PHILS.
Branch : VIRAC BRANCH
Account Number : 0891-2706-31

