



Republic of the Philippines  
Department of Agriculture  
**PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES**  
Department of Agriculture Compound  
Elliptical Road, Diliman, Quezon City  
Tel. No. (02) 8928-8751 to 64 locals 2601-2625, email: pcafofficial@pcaf.da.gov.ph

February 26, 2024

**NOTICE OF AWARD  
No. 2024-005**

**MS. HAZEL JOYCE SOLANO**  
Chief of Sales & Marketing Officer  
ASHCOLE HOTELS & RESORTS CORP. (SOLANO HOTEL)  
Gen. Luna St., Sabang  
Lipa City, Batangas

Dear **Ms. Solano**:

With reference to your quotation for the **ONE (1) LOT MEALS AND ACCOMMODATION FOR THE CONDUCT OF ORIENTATION FOR NEWLY RECRUITED AFCS AND NEWLY DESIGNATED COORDINATORS ON MARCH 13-15, 2024 IN LIPA CITY, BATANGAS**, we are pleased to confirm the award to your firm for the total amount of **THREE HUNDRED THIRTY THOUSAND PESOS (Php 330,000.00)** with the following specifications:

Item Description	QTY	Unit Cost	Total Cost
<b>MEALS AND ACCOMMODATION FOR THE CONDUCT OF ORIENTATION FOR NEWLY RECRUITED AFCS AND NEWLY DESIGNATED COORDINATORS ON MARCH 13-15, 2024 IN LIPA CITY, BATANGAS</b>	<b>1 LOT</b>	<b>330,000.00</b>	<b>330,000.00</b>
Php 2,200.00/pax/day @ 3 days and 2 nights @ 69 pax			
Php 400.00/pax @ 69 pax for Networking session			
Inclusions:			
HOTEL ROOM ACCOMMODATION (airconditioned, twin sharing individual bed)			
MEALS on the 1st day (Lunch, PM Snacks and Buffet Dinner)			
MEALS on the 2nd day (Buffet Breakfast, AM Snacks, Managed Buffet Lunch, PM Snacks, Managed Buffet Dinner)			
MEALS on the 2nd Day (Networking Session)			
MEALS on the 3rd day (Buffet Breakfast, AM Snacks)			
MEALS should include two (2) main courses, vegetables, soup, dessert and one round drinks/juice during lunch and dinner			
Note: No Cream Dory in the menu			
Free use of Conference room for 2 days			
(can accommodate up to 69 pax for fish bone and/or round table set up, well-lighted, airconditioned, with good ventilation)			
Provision of lift or elevator when building has more than 2 floors for Senior Citizens and PWD use			
Provision of LCD screen, at least 2 whiteboards with markers and eraser, pads, and pen			
Provision of alcohol for sanitation (for Covid-19 safety protocols)			
Free use of electricity for laptops, LCDs, and printers			
Free use of sound system, extension cords and microphones with extra batteries			



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Free use of projectors and wireless presenters / pointers			
Flowing coffee/tea and purified water, candies/mints and peanuts during sessions			
With complimentary welcome streamer and backdrop tarpaulin			
Free parking and access to other hotel amenities free of charge			
Complimentary WI-FI connectivity			
With standby generator			
Preferred Location: Lipa City, Batangas			
(must be strategically located and accessible by public transport)			
Date: March 13-15, 2024			
(inclusive of government tax)			
Purpose: <i>For the conduct of orientation for Consultative Bodies</i>			

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](mailto:bacsec@pcaf.da.gov.ph) upon receipt thereof.

In connection with this Notice, please submit the following documents;

1. Omnibus Sworn Affidavit that the bidder is not related to the HOPE by consanguinity or affinity up to the third civil degree;
2. Signed Contract of Agreement.

For inquiries, you may get in touch with Mr. Ken Ryan P. Eleazar, BAC Secretariat of PCAF at telephone numbers 8926-2147. Loc 2622

Thank you.

Very truly yours,

  
**CYRIL L. SOLIABAN**  
 OIC - Deputy Executive Director

I acknowledge receipt of this Notice of Award on FEBRUARY 29, 2024

Name of Authorized Representative HAZEL JOYCE SOLANO

Signature 

Bank Details:

Name of Payee : ASHCOLE HOTELS & RESORTS CORPORATION  
 Name of Bank : LAND BANK OF THE PHILIPPINES  
 Branch : Lipa Big Ben  
 Account Number : 6392110893

