



(LOS ANGELES CORPORATION)
 No. 60 North Drive, Baguio City
 Tels. 443-2134 / 304-2206
 Telefax. 443-4848 / (02) 260-6020
 www.elcielitohotels.com

BANQUET EVENT CONTRACT

Contact person: Atty. Dennis Santiago	Organization Name: Government Procurement Policy Board Technical Support Office
Designation: Executive Director III	Type of Function: Seminar
Address: Baguio City	Date of Function: see schedule below
Tel/Fax No.: 0919-251-3637	Function room: Marco Polo A and B
Billing Arrangements: SEND BILL	Time: 8:00 am to 5:00 PM
	Guest Guaranteed for food: 80 pax

Check-in date: October 1, 2012
 Check-out date: October 5, 2012

Inclusions:

Room Accommodation for one night (September 30, 2012 only, 1 twin sharing and 1 triple sharing) **COMPLIMENTARY**
 Room Accommodation (twin sharing): Php 1,000.00 per head/night
 AM Snack: Php 100.00 per head/day
 PM Snack: Php 100.00 per head/day
 Assisted Buffet Lunch: Php 300.00 per head/day
 Assisted Buffet Dinner: Php 300.00 per head/day

*Total Guaranteed pax: 80 pax
 *Total Guaranteed cost: Php 720,000.00

Please prepare check payment payable to: LOS ANGELES CORPORATION

*Rate in Excess: _____
 *Initial Payment: Php _____ OR # _____ Date: _____
 *Full Payment: Php _____ OR # _____ Date: _____

KITCHEN:	EVENT BOARD TO READ
October 1, 2012 - AM Snack, Assisted Buffet Lunch, PM Snack, Assisted Buffet Dinner	
October 2, 2012 - Breakfast, AM Snack, Assisted Buffet Lunch, PM Snack, Assisted Buffet Dinner	FRONT OFFICE:
October 3, 2012 - Breakfast, AM Snack, Assisted Buffet Lunch, PM Snack, Assisted Buffet Dinner	BAR: Beverages arrangement
October 4, 2012 - Breakfast, AM Snack, Assisted Buffet Lunch, PM Snack, Assisted Buffet Dinner	BANQUET SERVICE: Please provide the following
October 5, 2012 - Breakfast, AM Snack, Assisted Buffet Lunch, PM Snack	

NOTE:

- * There shall be an electrical charge of P (WAIVED) per equipment brought in by the engager.
- * Extension in the use of function room beyond number of hours stipulated in the contract shall have an additional charge of P (WAIVED) per hour.
- * Telephone calls (within Baguio) from the function room will be charged separately (WAIVED).
- * Engager/participants/guest is responsible for their personal belongings. Hotel has no liability or whatsoever for any personal belongings lost during the event.

SPECIAL REQUESTS:
PHYSICAL LAY-OUT:

LIST OF CORKAGES (IF ANY)

- * Softdrinks and beer _____ /per case
- * wine _____ / bottle
- * Liquor _____ / bottle local
- _____ /bottle premium
- * Lechon (pork) _____
- * Lechon (beef) _____

FOR: LOS ANGELES CORPORATION

Jhoselyn O. Alonzo
 General Manager
 Edna G. Diaz
 Key Accounts Specialist

CONFORME:

Atty. Dennis Santiago
 Executive Director III
 Government Procurement Policy Board Technical Support Office

Date: September 29, 2012

TERMS AND CONDITIONS

ROOM ACCOMMODATION (FOR LIVE-IN SEMINAR)

1. The HOTEL shall provide room requirement based on the guaranteed minimum stipulated on this contract.
2. In the event that total numbers of participants exceed the guaranteed minimum, the hotel shall spill-over the excess participants to available hotels nearest to the HOTEL and shall bill the spill-over accommodation on the personal account of the participant.
3. Standard Check in time of the HOTEL is 2:00PM. In cases of early arrival, participants will be accommodated depending on the availability of rooms and shall be billed separately as personal account of the participant.
4. Telephone and other incidental charges i.e laundry, air carte menu orders, telephone, sundry etc are on personal account of the participants.
5. Lost/Misplaced/Damaged keys shall be charged at the rate of P350.00/key and will be charged on the personal account of the participant. This shall cover for door lock replacement.
6. All damaged/lost/misplaced equipments, linens, towels, remote control and other properties of the hotel inside the room shall also be charged to the personal account of the participant upon check-out.

BANQUET

1. The HOTEL shall provide all arrangements based on the guaranteed minimum stipulated in each organized meal with a 10% allowance for a possible increase in attendance. Each person counted with this allowance shall be charged the same quoted rate.
2. CLIENTS are prohibited from bringing into the hotel premises any food and beverage items. Likewise, the bringing of food and beverage out of the hotel premises is not allowed. In cases that Client insists to bring additional food and beverage items, hotel shall charge the appropriate corkage fees and shall not be held liable for any untoward incident that may arise from the circumstances related to food and beverage.
3. In case attendance goes beyond the 10% allowance based on the minimum guaranteed covers, the hotel shall not be responsible or liable for the delay in food replenishment and/or service.
4. Minimal reduction of covers shall be allowed not later than 72 hours prior to the function date, provided it should not exceed 5% of the minimum guaranteed covers.

FUNCTION ACTIVITIES AND MATERIALS

1. The HOTEL will not accept any request for storage for props and equipment brought in by the CLIENT. Appropriate security pass should be obtained prior to function date.
2. The CLIENT shall be solely liable for its guests' personal belongings such as gifts, prizes, exhibits, props, displays and other material. Hotel has NO liability whatsoever for any losses during the event.
3. The CLIENT shall be liable to the HOTEL for any loss, damage or injury caused by the act, negligence or omission of the client, his/her representative, contractor, event, guests/visitors or any acting in his/her behalf while in the performance of any activity in connection with the contracted function, where the engager undertakes or contracts for a special set-up of the function, he must ensure that the premises assigned to the function are protected from damages. Ensure that the people working/rehearsing for a performance shall abide by hotel policy.
4. Maximum use of function room is only for 8 hours; extension on the use of the function room beyond the allowable time will have an additional charge of WAIVED succeeding hour.

CANCELLATION

No cancellation of this agreement shall take effect except upon written notice of cancellation to be forwarded to the hotel's Sales & Marketing Office or Food and Beverage Office in accordance with the terms and conditions set forth herein:

- if cancellation is made no less than thirty (31) days before the function date, seventy-five (75%) of the deposit shall be forfeited in favor of the hotel; and
- if cancellation is made within (30) to eight (8) days before the function date, one hundred (100%) of the deposit shall be forfeited.

The hotel shall entertain NO cancellation within a period of seven (7) days before the function date. Should the CLIENT insist on the cancellation of herein function, the CLIENT shall be obligated to pay the hotel one hundred (100%) percent of the Total Contract Package.

BILLING: All charges must be paid in full upon the commencement of the event. In cases of send bill status, a minimum of 30 days after the commencement of the event shall be given to the CLIENT to make the necessary payments. Hotel shall base the Statement of Account on the actual incurred charges based on the inclusions stipulated on the first page of this document made during the event. Payments may be made through Cash, Credit Card, Manager's or Company Check. Personal check shall not be honored as payment. In the event that the CLIENT fails to settle within 30 days, a 2% interest based on the Statement of Account shall be imposed by the Hotel per month of failure to settle. In case of non-settlement of overdue accounts, the Court of Makati City shall have exclusive jurisdiction and the CLIENT hereby agrees to pay interest at the rate stipulated above and attorney's fee equivalent to 25% of the amount due plus cost of suit.

MISCELLANEOUS: Circumstances and operations not covered in these terms and conditions will be subject to interpretation, stipulations and decisions deemed necessary and appropriate by the HOTEL. Any court case/s that may arise from the enforcement and interpretation of this contract shall be exclusively filed in the Courts of Makati City.

LIMIT OF LIABILITY. The HOTEL shall not be liable for any claim or damage herein beyond 20% of the TCP. The HOTEL shall not be liable for its failure to comply with any of the provisions of this contract in cases of labor disputes, natural disaster, fortuitous events and such other cause/s unforeseeable or beyond the control of the hotel management and its personnel. In turn, the HOTEL shall not charge the CLIENT cancellation charges in cases of force majeure.

I HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND CONDITIONS AND HEREBY AGREE TO COMPLY WITH THE SAME.

FOR: Government Procurement Policy
Board Technical Support Office

Signature:
Name: **ATTY. DENNIS SANTIAGO**
Designation: EXECUTIVE DIRECTOR III
Date:

TERMS AND CONDITIONS ✓

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FOR: Government Procurement Policy
Board Technical Support Office

Signature:
Name: ATTY. DENNIS SANTIAGO
Designation: EXECUTIVE DIRECTOR III
Date:



Department of Budget and Management
GOVERNMENT PROCUREMENT POLICY BOARD
TECHNICAL SUPPORT OFFICE

REQUEST FOR QUOTATION

Date: 11 September 2012

RFQ No.: 31-2012

Name of Company: EL CIELITO INN BAGUIO
 Address: 450 HARSH DRIVE, ENGINEERS HILL
BAGUIO CITY

Dear Sir/Maam:

Good day!

Please quote your best offer for the Lease of Venue, including accommodation and meals for the upcoming JSDF Roll-out for the 12 Pilot Municipalities on the LGPM and POG on 1-5 October 2012 in Baguio City described below, subject to the Terms and Conditions at the dorsal portion of this

The budget for the training event is Php 800,000.00

Please submit the accomplished form may be submitted or mailed at the address indicated below on or before 28 September 2012. Proposals may also be attached to the accomplished form.

For clarifications, you may contact Ms. Diane Angela A. Marcos or Ms. Jocelyn C. Baslig at (88) 786-1365.

Thank you.

[Sgd.]

KATRINA L. PAALA
 Procurement Officer

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

1. Available rooms (at least triple sharing and inclusive of breakfast)	✓		
2. Meals, with at least one round of drinks per meal and snacks			
a. 1 October 2012 - AM snacks, Buffet Lunch, PM Snacks and Buffet Dinner for at least 80 pax	✓		
b. 2 October 2012 - AM snacks, Buffet Lunch, PM Snacks and Buffet Dinner for at least 80 pax	✓		
b. 3 October 2012 - AM snacks, Buffet Lunch, PM Snacks and Buffet Dinner for at least 80 pax	✓		
c. 4 October 2012 - AM snacks, Buffet Lunch, PM Snacks and Buffet Dinner for at least 80 pax	✓		

YES

d. 8 October 2012 - AM snacks, Buffet Lunch, PM Snacks for at least 80 pax	/		
3. Free use of one (1) Function Room that can accommodate at least 80 pax on 1-5 October 2012	/		
4. Round table setup (at 8-10 participants per table)	/		
5. Secretariat's table (classroom setup) for at least 6 persons	/		
6. Room must not contain pillars	/		
7. Free-flowing coffee and/or tea during training	/		
8. Waived charges for use of laptop/s and projector of the Secretariat	/		
9. Amenities include:			
a. Registration table just outside the Function Room	/		
b. At least 3 microphone units	/		
c. Projector screen and table for LCD Projector	/		
d. Podium	/		
e. Pads, pencils and candles	/		
f. Whiteboard and/or flipchart, and markers	/		
g. Audible/Operational Sound System	/		
10. The foundation of the Hotel is made of concrete and structural steel materials or combination of both.	/		
11. Ambience promotes learning.	/		
12. Safety inside the Hotel and nearby community.	/		
13. Nearby community is quiet and/or serene, and clean.	/		
14. Client's satisfactory rating based on online hotel reviews	/		
15. Internet or wifi connection is not required, but is an advantage.	/		

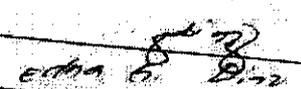
Please quote your best offer based on the following:

Room - Twin sharing/pax	$1000 \times 80 \text{ PAX} \times 5 = 424,000.00$
Room - Triple sharing/pax	
AM Snacks/pax	$100 \times 80 \text{ PAX} \times 5 = 40,000.00$
PM Snacks/pax	$100 \times 80 \text{ PAX} \times 5 = 40,000.00$
Buffet lunch/pax	$300 \times 80 \text{ PAX} \times 5 = 120,000.00$
Buffer dinner/pax	$300 \times 80 \text{ PAX} \times 4 = 96,000.00$
Other Charges	

720,000.00

Terms and conditions are as follows:

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation which complies with the technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The item/s shall be delivered within ten (10) calendar days from receipt of purchase order.
8. The GPPB-TSO shall confirm the final number of rooms and participants at least five (5) days prior to the scheduled function date. This shall be the basis for the contract price.
9. The submitted quotation shall provide a 10% allowance for the scheduled meals as per the final number of participants in each function for the increase in attendance. If the actual attendance exceeds the 10% allowance, additional persons shall be charged the same as quoted.
10. The charge for the additional persons shall be contained in an Amendment to Contract.
11. The GPPB-TSO shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
12. The GPPB-TSO shall prefer send bill arrangement for payment. In lieu of send bill arrangement, advance payment of fifty percent (50%) of the total contract price may be made by the GPPB-TSO before the date of the event with the remaining 50% to be paid after the event.
13. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The GPPB - TSO shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.


Signature over Printed Name

0791 403-0810
0792-5515013
Contact Numbers (Landline and/or
Cellphone Nos.)/E-mail address



EL CIELITO HOTEL

BAGUIO

(LOS ANGELES CORPORATION)
#50 Northdrive, Baguio City
Tels. 443-2134 / 304-2206

AM/PM SNACKS

SANDWICHES/BREADS

Asado Roll
Corned Beef Pandesal
✓-AM Pork Empanada
Cinnamon Roll
Hotdog Sandwich
Waffle
Cheese Pimiento Sandwich
Flying Saucer Sandwich
Almond Ensaymada
Siopao (Asado or Bola-Bola)
Grilled Cheese Sandwich TH-AM
M-PM Ham and Cheese Sandwich
Tuna Sandwich
T-AM Chicken Sandwich
Egg Sandwich

NOODLES/HOT SOUP

Chicken Sotanghon Soup
Macaroni Soup
Pancit Bihon
Pancit Canton
Pancit Molo
Chicken Mami TH-PM
Beef Mami
Egg Arrozcaldo
✓-PM Lomi
Sotanghon Guisado
M-AM BAM-I Guisado
Palabok

ALL-TIME FILIPINO FAVORITES

Fresh Lumpia
Turon
Banana Cue
Kamote Fritters
Maruya
T-PM Ginataang Halo-Halo
Ginataang Mais
Ginataang Munggo
Nilagang Mais

WITH ONE ROUND OF DRINK: (Choice of Iced Tea or Juice)

**Rates are subject to change without prior notice*



EL CIELITO HOTEL

BAGUIO

(LOS ANGELES CORPORATION)

#50 Northdrive, Baguio City

Tels. 443-2134 / 304-2206

LIVE-IN SEMINAR MENU FOR LUNCH/DINNER

INCLUSIONS: 1 Soup, 2 Main Course, 1 Vegetable, Rice, 1 Dessert, 1 round of drink (iced tea or juice), flowing coffee

SOUP

(choose 1)

Mushroom and Corn Soup Chinese Style
Sotanghon Soup
Suam na Mais
Almondigas Soup
Chicken Corn Soup
Clear Vegetable and Noodles Soup
Wonton Soup
Tinolang Tahong
Chicken Potato and Leeks Soup
Molo Soup
Hototay Soup
Cream of Celery and Pumpkin Soup
Misua con Patola
Cream of Vegetable Soup
Tinola Soup
Corn Chowder
Sinigang Soup
Mushroom Soup
Watercress Eggdrop Soup
Cream of Potato Soup

PORK

(choose 1)

Pork Asado
Pork Menudo
Pork Salisbury
Pork Picadillo
Pork Spareribs Caldereta
Pork Liempo Humba
Breaded Pork with Teriyaki Sauce
Grilled Pork Liempo
Pork Spareribs Binagoongan
Pork Spareribs Sinigang
Pork Dinuguan
Sweet and Sour Pork
Pork Steak with Onion-Lime Sauce
Pork Meatballs
Pork Mechado
Pork Nilaga
Pork Adobo
Pork Spring Rolls (Lumpiang Shanghai)
Pork Afritada
Grilled Porkchop

CHICKEN

(choose 1)

Fried Chicken Wings
Sautéed Chicken Strips with Young Corn, Chinese Mushroom and Sweet Peas
Chicken Caldereta
Chicken Kare-Kare
Sinampalukang Manok
Pininyahang Manok
Chicken Adobo sa Gata
Chicken Pochero
Chicken Afritada
Fried Chicken
Chicken Adobo
Chicken Liver and Gizzard in Spicy Tomato Sauce
Chicken Tinola
Chicken Teriyaki
Chicken Curry
Chicken Barbeque
Breaded Chicken
Chicken Binakol with Roasted Coconut
Chicken Pandan
Chicken Gisantes

FISH

(choose 1)

Paksiw na Bangus with Eggplant and Ampalaya
Milkfish Bola-Bola
Fried Dalagang Bukid
Grilled Bangus with Calamansi Onion Sauce
Fried Fish Fillet Fritters
Inihaw na Bangus
Daing na Bangus
Sarsiadong Bangus
Tochong Bangus
Pinangat na Tilapia
Fried Tilapia
Pinaputok na Tilapia
Milkfish Spring Rolls
Ginataang Tilapia
Sinigang na Bangus
Fried Tilapia with Sweet and Sour Sauce
Pesang Bangus
Shrimp Fritters
Milkfish Sardines (Home-made)

VEGETABLE

(choose 1)

Guisadong Upo
Guisadong Munggo
Ginisang Kilawing Puso ng Saging
Ginisang Sayote with Sardines
Guisadong Pechay
Kangkong in Oyster Sauce
Lumpiang Gulay Prito
Lumpiang Gulay Sariwa
Tortang Talong
Chopsuey
Dinengdeng
Ginataang Langka
Ampalaya Guisado
Stir-Fry Beansprout
Stir-Fry Baguio Beans
Sautéed Cabbage
Pinakbet
Laing
Adobong Sitaw
Ginataang Sitaw at Kalabasa
Ginisang Talbos ng Sayote and Bunga

DESSERT

(choose 1)

Agar-Agar
Tapioca
Ube Halaya
Maja Blanca
Fruit Bowl
Fresh Fruit in Season
Fruit Gelatin
Buko-Pandan
Lychees Gelatin
Vanilla Sponge Cake

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Department of Budget and Management
GOVERNMENT PROCUREMENT POLICY BOARD
TECHNICAL SUPPORT OFFICE

NOTICE OF AWARD

27 September 2012

MS. EDNA G. DIAZ
EL CIELITO INN BAGUIO
50 North Drive, Engineers Hill
Baguio City

Dear Ms. Diaz:

We are pleased to inform you that your quotation for the procurement of **LEASE OF VENUE FOR THE TRAINERS' TRAINING ON THE LGFM AND POG IN BAGUIO CITY** with the corresponding bid price of Seven Hundred Twenty Thousand Pesos (P=720,000.00) has been determined to be the lowest evaluated cost.

Kindly send the copy of the Contract for said project for our review and perusal not later than 28 September 2012. The Contract shall be approved at the soonest possible time in accordance with the Guidelines on Procurement under IBRD Loans and Credits of the World Bank.

We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligations under the project.

Very truly yours,


DENNIS S. SANTIAGO
Executive Director III

Received By: Edna G. Diaz
Edna G. Diaz
(Signature above printed name)

September 28, 2012
(Date and Time of receipt)

*Kindly fax to sender to acknowledge receipt