



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

December 12, 2023

MS. JENNY LUSUAN

Authorized and Designated Representative
AZTECO CORPORATION (AXIAA HOTEL)
135 West Avenue, Brgy. Bungad, Quezon City

NOTICE OF AWARD

Dear Ms. Lusuan:

We are pleased to inform you that the Contract for the PROVISION OF BOARD & LODGING FOR THE WORKSHOP ON THE CONVERSION OF KEY STAGE 1 SLMS INTO BASIC INTERACTIVE FORMAT in the first quarter of CY 2024 is hereby awarded to you as the Bidder with the Single Calculated and Responsive Bid at a total contract amount of **Four Million Fifty-Six Thousand Nine Hundred Fifty Pesos (Php4,056,950.00)**.

You are therefore required, from receipt of this Notice of Award, to formally enter into contract with us, and submit the Performance Security within ten (10) days from receipt hereof. Failure to enter into contract or provide Performance Security shall constitute a sufficient ground for cancellation of this award and forfeiture of your Bid Security.

Very truly yours,


JOCELYN DR. ANDAYA
Director IV

CONFORME:

Name & Signature:  for: Christine Cerilla

Date: 12/12/2023





Republic of the Philippines
Department of Education
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December 13, 2023

MS. JENNY LUSUAN

Authorized and Designated Representative
AZTECO CORPORATION (AXIAA HOTEL)
135 West Avenue, Brgy. Bungad, Quezon City

NOTICE TO PROCEED

Dear Ms. Lusuan:

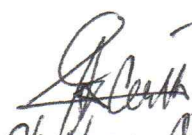
With the Contract issued for the PROVISION OF BOARD & LODGING FOR THE WORKSHOP ON THE CONVERSION OF KEY STAGE 1 SLMS INTO BASIC INTERACTIVE FORMAT in the first quarter of CY 2024, you are advised to proceed upon receipt of this Notice, in accordance with the terms and conditions of the Order.

You are advised to send details as to the bank's name, address & account number, TIN number and the date of incorporation/birthday. Then, upon receipt of payment, you shall submit the Official Receipt (OR) to the Cashier's Office within five (5) days.

Very truly yours,


JOCELYN DR. ANDAYA
Director IV

CONFORME:

Name & Signature:  *fr: Christine Cerilla*
Date: *December 21, 2023*





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**CONTRACT FOR THE PROVISION OF BOARD & LODGING FOR THE
PROVISION OF BOARD & LODGING FOR THE WORKSHOP ON THE
CONVERSION OF KEY STAGE 1 SLMS INTO BASIC INTERACTIVE
FORMAT**

KNOW ALL MEN BY THESE PRESENTS:

This Contract entered by:

The DEPARTMENT OF EDUCATION - NATIONAL CAPITAL REGION as an executive department of the Republic of the Philippines created under its laws with office address at Misamis St., Bago Bantay, Quezon City, represented by JOCELYN DR. ANDAYA, Director IV, herein referred to as the "**First Party**";

and

AZTECO CORPORATION (AXIAA HOTEL), a private entity organized in accordance with the laws of the Philippines with business address at 135 West Avenue, Brgy. Bungad, Quezon City represented by JENNY LUSUAN, Authorized and Designated Representative, herein referred to as the "**Second Party**";

Collectively referred to as the parties.

-Witnesseth-

WHEREAS, the First Party conducted a bidding for the Provision of Board and Lodging for the Workshop on the Conversion of Key Stage 1 SLMs into Basic Interactive Format to be conducted in the first quarter of CY 2024;

WHEREAS, after post-qualification, the Second Party was declared the single calculated and responsive bidder in the bid amount of Php4,056,950.00;

WHEREAS, the BAC recommended award of contract and a Notice of Award was issued on December 12, 2023;

NOW, THEREFORE, in consideration of the foregoing premises and of the mutual covenants and undertaking set forth, the parties have agreed, as follows:





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1. That, the Second Party shall provide unto the First Party the following packages, to wit:

a. Board and Lodging for the Workshop on the Conversion of Key Stage 1 SLMs into Basic Interactive Format to be conducted in the first quarter of CY 2024 with the following breakdown:

Phase 1 - 5 days

Phase 2 - 5 days

Phase 3 - 3 days

b. The following are the approved specifications:

- 90% Guaranteed participants per phase
- Five (5) days per phase
- Preferably within Quezon City

Type of Accommodation for secretariat, facilitators and participants

- Triple Sharing Rooms
- No bed mattress on the floor and no double deck
- With LED TV and telephone in each guest room
- With good supply of linens, blankets, and towels shall be changed daily (if required by guest)
- Separate shower room/stall and CR (with bidet)
- Drinking/Bottled water and glass in each bedroom
- 24-Hours service of hot and cold running water
- Check-In Date is Day 1 of each phase at 2:00 PM
- Check-Out Date is Last Day of each phase

Function Rooms:

- 1 Plenary Hall for Days 1-5 of each phase
- Well-lighted and well-ventilated
- Availability of audio-visual equipment with standby assistant for the plenary hall and breakout rooms
- Unlimited free access to internet/Wifi in all areas of the venue (at least 150 mbps or higher)
- At least 2 tables for the facilitators
- With standby personnel for IT-related concerns





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Meals:

- First meal: AM Snacks of first day
- Last meal: PM Snacks/Packed of last day
- Any type of buffet with standby waiters (Breakfast, Lunch and Dinner)
- For Breakfast: e.g. 2 Main dishes, rice, bread, fruits, choice of hot tea or coffee
- For lunch and dinner: e.g. 3 Main dishes (fish, choice of meat: chicken/pork/beef, and vegetables subject to menu selection), soup, rice, dessert: fruit or salad and drinks
- AM & PM Snacks with drinks
- Free flowing coffee in each session rooms

Other Requirements:

- Must be DOT Accredited Establishments
 - Maintaining cleanliness-function hall, restrooms, sleeping quarter, hallway, coffee/tea area, and dining area
 - With appropriate and sufficient parking area for the participants
 - With 24-hour security, front desk and housekeeping services
 - Provision of backdrop for the activity and tarpaulin display at Project Site not to exceed 3"x4" optional for projects not exceeding 5 days (COA Circular 2013-004)
 - Medical Service (standby nurse and a doctor on call)
2. The First Party shall pay the Second Party in consideration for the full and faithful performance of its obligations the total amount of **FOUR MILLION FIFTY-SIX THOUSAND NINE HUNDRED FIFTY PESOS (PHP4,056,950.00)**.
 3. That for and in consideration of the services rendered by the Second Party, the First Party shall pay the full payment of the contract price after the event, upon submission of billing statement and other necessary documents, subject to the usual accounting and auditing rules and regulations;
 4. Notwithstanding the foregoing payment shall be based on actual attendance of participants.
 5. Taxes shall be for the account of the Second Party and deemed to have been included in the bid proposal. No request for revision of prices and claims by the Second Party that such taxes or duties were not included in the bid price for any reason whatsoever shall be entertained.





Contract No. PB 2023-003

Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

6. This Contract shall take effect upon signing thereof by the parties.

IN WITNESS WHEREOF, the parties hereto signed this Contract on 18 DEC 2023, at CITY OF MANILA, Philippines.

**DEPARTMENT OF EDUCATION
NATIONAL CAPITAL REGION**

**AZTECO CORPORATION
(AXIAA HOTEL)**

JOCELYN DR. ANDAYA
Director IV

JENNY LUSUAN
Authorized and Designated
Representative

Signed in the presence of:

CRISTITO A. ECO
Assistant Regional Director

Christine Cerilla
Witness of the Second Party

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
~~CITY OF MANILA~~ Metro Manila) s.c.

BEFORE ME, a Notary Public for and in CITY OF MANILA this 18 DEC 2023, personally appeared the following:

JOCELYN DR. ANDAYA and JENNY LUSUAN

known to me to be the same persons who executed the foregoing instrument consisting of four pages including this page, and acknowledged to me that the same is their free and voluntary act and deed.

CITY OF MANILA 18 DEC 2023
WITNESS MY HAND AND SEAL on the date and the place first above written.

ATTY. HENRY D. ADASA
NOTARY PUBLIC CITY OF MANILA
APPOINTMENT 097/12/31/2023 MANILA



DOC. NO. 162
PAGE NO. 32
BOOK NO. XX
SERIES OF 2023

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Website: <http://www.depedictnr.wordpress.com>

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PTR N. <u>060101/03/2023</u>	Page	1 of 1

MCLE COMP. NO. VII-0000165 VALID UNTIL APRIL 14, 2025
13 STA. CRUZ, MANILA