



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

May 6, 2024

**NOTICE OF AWARD  
 No. 2024-057**

**MS. EZTACEY VALERY V. NILO**  
 Authorized Representative  
 NEWTOWN PLAZA HOTEL  
 43 cm Recto St. Leonard Wood Rd.  
 Baguio City

Dear **Ms. Nilo**:

With reference to your quotation for the **ONE (1) LOT MEALS, ACCOMMODATION, & FUNCTION HALL FOR THE CONDUCT OF 2024 LUZON AFC STAKEHOLDER CONFERENCE ON JUNE 18-21, 2024 IN BAGUIO CITY**, we are pleased to confirm the award to your firm for the total amount of **ONE MILLION SEVEN HUNDRED EIGHTY THOUSAND THREE HUNDRED FIFTY PESOS (Php 1,780,350.00)**, with the following specifications:

Item Description	QTY	Unit Cost	Total Cost
<b>MEALS , ACCOMMODATION, &amp; FUNCTION HALL FOR THE LUZON AFC STAKEHOLDER CONFERENCE</b>	<b>1 LOT</b>	<b>1,780,350.00</b>	<b>1,780,350.00</b>
Php 2,200/pax/day @ 3 nights and 4 days @249 pax			
Php 550/pax @ 249 pax for Networking session			
<b>Date: June 18-21, 2024</b>			
<b>Location: Baguio City</b> (must be strategically located and accessible by public transport and near to clinic or hospitals)			
Preferably with in-house nurse and medical attendant and/or standby vehicle in case of emergency			
Live-in package for 3 full days for 249 pax			
<b>Inclusions:</b>			
<b>ROOM ACCOMMODATION</b>			
Fully air conditioned rooms			
(2) single occupancy rooms			
(8) twin-sharing rooms with 2 double beds (48"x75")			
(5) triple-sharing rooms with 2 double beds (48"x75") and 1 extra bed with bedframe			
(54) quadruple-sharing with 2 double beds-48"x75"			
<b>Provision of the following:</b>			
Electric kettle			
Coffee, tea, sugar inside rooms			
Bottled water			
Free wi-fi access			
Cable television			
Hot and cold shower			
Daily housekeeping			
Daily change of toiletries			



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<b>FOOD</b>			
<b>MEALS</b> on the 1st day (AM, Snacks,Lunch, PM Snacks and Managed Buffet Dinner)			
<b>MEALS</b> on the 2nd day (Breakfast, AM Snacks, Lunch, PM Snacks and Managed Buffet Dinner)			
<b>MEALS</b> on the 2nd Day (Networking Session)			
<b>MEALS</b> on the 3rd day (Breakfast)			
<b>Meal arrangement (managed buffet)</b>			
Soup			
3 main courses			
Vegetables			
Rice			
Dessert			
Drinks			
<b>No cream-dory</b>			
<b>FUNCTION HALL</b>			
Free use of hall			
Free secretariat room (near the venue)			
Free use of basic lights and sound system			
Free use of podium and flags			
Free use of stanchion			
<b>Provision of the following</b>			
Tablecloth and seat cover			
Free flowing coffee and water			
Free pencil and paper			
Extension cords			
Complimentary tarpaulin and welcome streamer			
Free parking			
Free use of electricity			
Standby generator			
With Elevator			
Purpose/Activity : <i>For the conduct of the 2024 Luzon AFC Stakeholders' Conference</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.



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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. Income/Business Tax Return

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,

**JULIETA E. OPUENCIA**  
 OIC - Executive Director

I acknowledge receipt of this Notice of Award on 15 MAY 2024

Name of Authorized Representative EZTACEY VALERY NILO

Signature

Bank Details:

Name of Payee	:	<u>NEWTOWN PLAZA HOTEL CORP.</u>
Name of Bank	:	<u>BDO - UNIBANK</u>
Branch	:	<u>BAGUIO - LUNETTA</u>
Account Number	:	<u>000 - 790 - 510 - 438</u>

