



October 11, 2024

**NOTICE OF AWARD
No. 2024-165**

MS. LUCENA YBAÑEZ

Banquet Sales

HARBOR LIGHTS HOTEL & RESTAURANT, INC.

Old Road Gusa, Cagayan de Oro City

Dear Ms. Ybañez

With reference to your quotation for the **ONE (1) LOT FOOD AND ACCOMMODATION(FULL BOARD) WITH FREE HOTEL TRANSPORT**, we are pleased to confirm the award to your firm for the total amount of **FOUR HUNDRED TWENTY SIX THOUSAND SIX HUNDRED PESOS ONLY (Php 426,600.00)**, inclusive of appropriate taxes and fees, with the following specifications:

Item Description	QTY	Unit	Unit Cost	Total Cost
FOOD AND ACCOMMODATION (Full Board) w/ FREE HOTEL TRANSPORT	1	lot		426,600.00
5 days - 4 nights @ 45 pax				
Networking Session				
Inclusion:				
HOTEL ROOM - Accommodation				
Twin or Triple sharing (individual beds)				
complimentary inhouse high speed Wi-fi Internet Access				
with hot and cold shower				
Air Conditioned Rooms				
one (1) Secretariat room				
hotel amenities				
MEALS: Managed Buffet				
1st day (Lunch, PM snacks, & Dinner)				
2nd day (Breakfast, AM Snacks, Lunch, PM Snacks, & Dinner)				
3rd day (Breakfast, AM Snacks, Lunch, PM Snacks, & Dinner)				
4th day (Breakfast, AM Snacks, Lunch, PM Snacks, & Dinner)				
5th day (Breakfast, AM Snacks)				
*NO CREAM DORY				
Meals should include three (3) main courses plus soup, dessert & 1 round of softdrink/juice, in can during lunch and dinner				
Use of CONFERENCE ROOM for 5 days session (7am - 8pm)				
preferably at least 3.5 meters ceiling height and				
well-lighted				
could accommodate participants of up to 45 pax				
with high speed Wi-fi Internet Access				





Classroom type set up				
LCD projector and LCD screen				
White board with marker and eraser				
Pencils with erasers				
Provision of sound system				
Atleast 3 microphones (preferably wireless)				
Waived electricity charges for use of laptops, printer and projector				
Provision of extension cords				
FREE HOTEL TRANSPORT:				
October 22, 2024: Laguindingan Airport to Hotel				
October 26, 2024: Hotel to Laguindingan Airport				
Flowing coffee/tea and distilled water and candies				
With complimentary welcome streamer & backdrop tarpaulin				
Preferably with in-house medical service/clinic or nearby hospital				
Available 24 hour standby generator				
-INCLUSIVE OF TAX-				
Preferred location: Region X / Cagayan de Oro				
(must be strategically located and accessible by public transport)				
Date: October 22-26, 2024				

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.

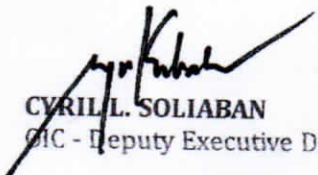
In connection with this Notice, please submit the following documents;

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; and
3. 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 Oct. 15, 2024

Name of Authorized Representative LUCENA U. YBANEZ

Signature 

Bank Details:

Name of Payee : Harbor Lights Hotel & Rest. INC
Name of Bank : CHINA BANK
Branch : LAPASAN BRANCH
Account Number : 188 015582-3

