



OFFICE OF CIVIL DEFENSE

Quality Form

Purchase Order

Document Code

QF-IPD-01

Revision No.

0

Effectivity Date

2019.08.16

Page No.

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Supplier	Roxaco-Asia Hospitality Corp-Go Hotels Ermita	P.O. No.	CMS-PO-0621-167
Address	1412, A Mabini St. Ermita, Manila	Date	May 31 2021
		Mode of Procurement	Emergency Procurement
E-mail Address	j.vasav@roxacoasiahospitality.com	TIN	

Gentlemen:

Please provide this office the following services subject to the terms and conditions contained herein:

Location of Service:	Within Five (5) kilometers of Philippine International Convention Center	Delivery Term:	01 June to 30 September 2021
		Payment Term:	Send Bill Policy

LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT																												
I	Room	<p>Provision of Hotel Accommodation and Meals for Personnel Deployed at COVID-19 Quarantine Facility in Philippine International Convention Center (01 June to 30 September 2021)</p> <p>Standard: At least a three-star hotel Location: Within five (5) kilometers of Philippine International Convention Center Permit: With permit to operate from DOT/BOQ. Dates: 01 June to 30 September 2021</p> <p>Room Requirements:</p> <table border="1"> <thead> <tr> <th>No. of Pax</th> <th>Room</th> <th>No. of Rooms</th> <th>Check-in</th> <th>Check-out</th> <th>No of Nights</th> </tr> </thead> <tbody> <tr> <td>60</td> <td>Single</td> <td>60</td> <td>1-Jun-21</td> <td>1-Oct-21</td> <td>122</td> </tr> </tbody> </table> <ul style="list-style-type: none"> Rooms shall be cleaned and sanitized according to established health protocols. Linens shall be changed regularly. Minimum bed size for Single Room is FULL SIZE. All rooms must be fully air-conditioned, with windows for ventilation and equipped with a cable television. Preferably equipped with a mini-refrigerator. Bathrooms must be clean, with provision of basic toiletries such as toilet papers, toothpaste, toothbrush, bath soap, shampoo and towels. Daily complimentary coffee/tea with provision for thermos or a percolator, as requested by guest. Two complimentary bottled water daily per guest Free WIFI access to all occupants at minimum speed of 5mbps. <p>Meals Requirements:</p> <table border="1"> <thead> <tr> <th>No. of Pax</th> <th>Meal</th> <th>Menu</th> <th>No. of Days</th> </tr> </thead> <tbody> <tr> <td>60</td> <td>Breakfast</td> <td>Rice, One Breakfast Viand, One Egg (Omelette, Fried or Hard Boiled), Fruit or Dessert and One Bottled Water</td> <td>122</td> </tr> <tr> <td>60</td> <td>Lunch</td> <td>Rice, One Meat Viand (Beef, Pork, Fish or Chicken), One Vegetable Viand, Fruit or Dessert and One Bottled Water</td> <td>122</td> </tr> <tr> <td>60</td> <td>Dinner</td> <td>Rice, One Meat Viand (Beef, Pork, Fish or Chicken), One Vegetable Viand, Fruit or Dessert and One Bottled Water</td> <td>122</td> </tr> </tbody> </table> <ul style="list-style-type: none"> All meals are individually packed, using clean biodegradable or reusable containers, with provision of reusable utensils, and delivered to the rooms before meal time Hotel shall coordinate with the Facility Managers on the actual number of meals required for the personnel staying in the hotels. Payment shall only cover actual meals ordered and served Hotel must be flexible in addressing the nutritional requirements and dietary restrictions of the guests 	No. of Pax	Room	No. of Rooms	Check-in	Check-out	No of Nights	60	Single	60	1-Jun-21	1-Oct-21	122	No. of Pax	Meal	Menu	No. of Days	60	Breakfast	Rice, One Breakfast Viand, One Egg (Omelette, Fried or Hard Boiled), Fruit or Dessert and One Bottled Water	122	60	Lunch	Rice, One Meat Viand (Beef, Pork, Fish or Chicken), One Vegetable Viand, Fruit or Dessert and One Bottled Water	122	60	Dinner	Rice, One Meat Viand (Beef, Pork, Fish or Chicken), One Vegetable Viand, Fruit or Dessert and One Bottled Water	122	7,320	1,900.00	13,908,000.00
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	Meal		7,320	150.00	1,098,000.00																												
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Supplier	Roxaco-Asia Hospitality Corp-Go Hotels Ermita	P.O. No.	CMS-PO-0621-167
Address	1412, A Mabini St. Ermita, Manila	Date	May 21 2021
E-mail Address	j.yasay@roxacoasiahospitality.com	Mode of Procurement	Emergency Procurement
		TIN	

Gentlemen:

Please provide this office the following services subject to the terms and conditions contained herein:

Location of Service:	Within Five (5) kilometers of Philippine International Convention Center	Delivery Term:	01 June to 30 September 2021
		Payment Term:	Send Bill Policy

LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT
		<p>Other Terms:</p> <ul style="list-style-type: none"> The hotel shall also provide a mid-size function room, with tables, chairs whiteboard, whiteboard markers and LCD projector and screen, which will serve as a Command Post or Meeting Area. The venue will also house the equipment and supplies needed by the staff. Free secured parking slots equivalent to at least 10% of the number of rooms. The Procuring Entity reserves the right to reduce the scope e.g. number of rooms or meals, in case the need for such is reduced. The Procuring Entity reserves the right to terminate the contract in case of poor performance, or in the event that the need for such service becomes unnecessary. Send bill policy applies every last day of the month. Quoted prices must be inclusive of applicable fees and taxes, and charges for incidental services. 			
<p>Page 2 of 2 ***NOTHING FOLLOWS***</p>					
TOTAL COST					P17,202,000.00

(Total Amount in Words): SEVENTEEN MILLION TWO HUNDRED TWO THOUSAND PESOS ONLY

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for everyday of delay shall be imposed.

Conforme:

Signature over printed name of Supplier
 Date: May 31, 2021

Very truly yours,

USEC RICARDO BJALAD
 Administrator



Funds Available:

LALAIN NECESARIO BARROGA
 Chief, Accounting Section

OBR No.: 02-102101-2021-05-0281
 Amount: 17,202,000.00