



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT

**NOTICE OF AWARD**

February 27, 2023

**LEN CADILLO**  
Sales Executive  
Hotel Monticello Tagaytay

Dear Ms. Cadillo:

We are pleased to inform you that the project "***Venue for the Design Thinking Workshop (DTW) for the Unified Account Codes Structure (UACS)***" is hereby awarded to your company in the amount of **Five Hundred Sixty-Four Thousand Seven Hundred Sixty Pesos (Php 564,760.00)**

Based on the evaluation of your submitted documents, the DBM Bids and Awards Committee through the Office of the Chief Information Officer finds your submission as the lowest calculated and most responsive quotation for the said project.

Thank you very much.

Very truly yours,

  
**MARIA FRANCESCA M. DEL ROSARIO**  
*Undersecretary, Office of the Chief Information Officer (OCIO)*  
*Department of Budget and Management*





REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT

**BIDS AND AWARDS COMMITTEE**

**NOTICE TO PROCEED**

February 27, 2023

**LEN CADILLO**

Sales Executive  
Hotel Monticello Tagaytay

Dear Ms. Cadillo:

This is to inform your company that performance of the obligations specified in the attached Contract for the Project, "*Venue for the Design Thinking Workshop (DTW) for the Unified Account Codes Structure (UACS)*" shall commence upon receipt of this Notice to Proceed.

Very truly yours,

  
**MARIA FRANCESCA M. DEL ROSARIO**

*Undersecretary, Office of the Chief Information Officer (OCIO)  
Department of Budget and Management*

I acknowledge the receipt and acceptance of this Notice on: 28 Feb 2023

Name of Consultant and/or Representative: Len Cadilo

Authorized Signature: 



Date Issued: 26 February 2023

**BANQUET EVENT CONTRACT**

No. DAY 1

Handled by: Len Cadillo

Operated by Paramount Hotels and Facilities Mgt. Co. Inc.

DATE: '01 March 2023	DAY: Wednesday	FUNCTION: Meeting Live in
ENGAGER: Department of Budget and Management		Tel. No.
RESERVED BY: Mr. Meruelle Jakeson C. Fortes		Tel. No. 0977.194.4354
BILLING ADDRESS:		Email:
BILLING ARRANGEMENTS: Send Bill		DEPOSIT: no deposit received yet

MEETING VENUE: Annika Bianca	TIME In: 8:00 AM	Out: 7:00 PM
MEAL VENUE: Annika Bianca	TIME In:	Out:
ANNOUNCEMENT BOARD: (Please Advise)	Guaranteed Number of pax 64 Pax 1420/head in excess of 64 pax	

**BEVERAGE REQUIREMENTS:**

Flowing coffee and water for the whole meeting

One round of iced tea during lunch/dinner

**MENU REQUIREMENTS:**

AM Snack Serving Time:  
Tuna Sandwich

Managed Buffet Lunch Serving Time:  
Beef Consomme  
Chicken Stewed in tomato sauce  
Battered fish fingers  
Stir-fried Baguio vegetables  
Plain rice  
Fruit Jello

PM Snack Serving Time:  
Arroz Caldo

Managed Buffet Dinner Serving Time:  
Batchoy Soup  
Tuscan style Fried Chicken with gravy  
Steamed Dory with dill mustard sauce  
Buttered Vegetables  
Plain Rice  
Bread and butter pudding

**SET-UP REQUIREMENTS:**

Classroom Set up

Pads and Pencils

Mint candies

Rostrum

5 Whiteboards with marker

Registration Table and Secretariat Table

**ENGINEERING REQUIREMENTS:**

Projector with white screen

Microphones 4 units w/ Stand

Basic Audio System

Wifi Connection

Extension cord

**ROOM REQUIREMENTS:**

Check-in: 01-03 March 2023 - 2 Nights

6 Quad	P78,000.00
5 Superior Twin	P40,300.00
2 Superior king	P16,120.00
7 Deluxe King	P65,520.00
3 veranda King	P31,980.00
4 Veranda Triple	P45,240.00
1 Penthouse Emilia w/ 2 extra beds	P25,600.00
<b>TOTAL ROOM CHARGE</b>	<b>P302,760.00</b>

Check in: 2:00 PM | Check-out time: 12:00NN

**TOTAL CONTRACTED RATE: Php162,461.00**

Banquet	P262,000.00
Rooms	P302,760.00
<b>Total</b>	<b>P564,760.00</b>

Prepared by:  
*Len Cadillo*  
Len Cadillo  
Sales Executive

Conforme:  
*Ms. Maria Francesca M. Del Rosario*  
Undersecretary, Chief Information Officer



Date Issued: 26 February 2023

**BANQUET EVENT CONTRACT**

No. DAY 2

Handled by: Len Cadilo

Operated by Paramount Hotels and Facilities Mgt. Co. Inc.

<b>DATE:</b> 02 March 2023		<b>DAY:</b> Thursday		<b>FUNCTION:</b> Meeting Live in	
<b>ENGAGER:</b> Department of Budget and Management				<b>Tel. No.</b>	
<b>RESERVED BY:</b> Mr. Meruelle Jakeson C. Fortes				<b>Tel. No. 0977.194.4354</b>	
<b>BILLING ADDRESS:</b>				<b>Email:</b>	
<b>BILLING ARRANGEMENTS:</b> Send Bill				<b>DEPOSIT:</b> no deposit received yet	
<b>MEETING VENUE:</b> Annika Bianca		<b>TIME In:</b> 8:00 AM	<b>Out:</b> 7:00 PM		
<b>MEAL VENUE:</b> Annika Bianca		<b>TIME In:</b>	<b>Out:</b>		
<b>ANNOUNCEMENT BOARD:</b> (Please Advise)		<b>Guaranteed Number of pax</b> 64 pax		1640/head in excess of 64 pax	
<b>BEVERAGE REQUIREMENTS:</b>  Flowing coffee and water for the whole meeting  One round of iced tea during lunch/dinner		<b>MENU REQUIREMENTS:</b>  <b>AM Snack</b> Serving Time: Cinnamon Roll  <b>Managed Buffet Lunch</b> Serving Time: Egg drop soup Pork Asado Sweet and sour fish Chopsuey Plain rice Buko Pandan  <b>PM Snack</b> Serving Time: Pansit Bihon  <b>Managed Buffet Dinner</b> Serving Time: Cream of Vegetable soup Roast Pork loin Breaded fish fingers Home fried potatoes Plain rice Fresh fruit salad			
<b>SET-UP REQUIREMENTS:</b>  Classroom Set up  Pads and Pencils for meeting  Mint candies Rostrum 5 Whiteboards with marker Registration Table and Secretariat Table					
<b>ENGINEERING REQUIREMENTS:</b>  Projector with white screen Microphones 4 units w/ Stand Basic Audio System Wifi Connection Extension cord					
<b>ROOM REQUIREMENTS:</b>  Check-in: 01-03 March 2023 - 2 Nights					
6 Quad		P78,000.00			
5 Superior Twin		P40,300.00			
2 Superior king		P16,120.00			
7 Deluxe King		P65,520.00			
3 veranda King		P31,980.00			
4 Veranda Triple		P45,240.00			
1 Penthouse Emilia w/ 2 extra beds		P25,600.00			
<b>TOTAL ROOM CHARGE</b>		<b>P302,760.00</b>			

Prepared by:   
Len Cadilo  
Sales Executive

Conforme:   
Ms. Maria Francesca M. Del Rosario  
Undersecretary, Chief Information Officer



Date Issued: 12 February 2023

**BANQUET EVENT CONTRACT**

No. DAY 3

Handled by: Len Cadilo

Operated by Paramount Hotels and Facilities Mgt. Co. Inc.

<b>DATE:</b> 03 March 2023		<b>DAY:</b> Friday		<b>FUNCTION:</b> Meeting Live in	
<b>ENGAGER:</b> Department of Budget and Management				<b>Tel. No.</b>	
<b>RESERVED BY:</b> Mr. Meruelle Jakeson C. Fortes				<b>Tel. No. 0977.194.4354</b>	
<b>BILLING ADDRESS:</b>				<b>Email:</b>	
<b>BILLING ARRANGEMENTS:</b> Send Bill				<b>DEPOSIT:</b> no deposit received yet	
<b>MEETING VENUE:</b> Annika Bianca		<b>TIME In:</b> 8:00 AM		<b>Out:</b> 3:00 PM	
<b>MEAL VENUE:</b> Annika Bianca		<b>TIME In:</b>		<b>Out:</b>	
<b>ANNOUNCEMENT BOARD:</b> (Please Advise)		<b>Guaranteed Number of pax</b> 64 Pax		1040/head in excess of 64 pax	
<b>BEVERAGE REQUIREMENTS:</b>  Flowing coffee and water for the whole meeting  One round of iced tea during lunch			<b>MENU REQUIREMENTS:</b>  <u>AM Snack</u> Serving Time: Banana Bread  <u>Managed Buffet Lunch</u> Serving Time: Egg drop soup Bicol Express Grilled Fish with vinegar sauce Pinakbet Plain rice Buko Pandan  <u>PM Snack</u> Serving Time: Club Sandwich		
<b>SET-UP REQUIREMENTS:</b>  Classroom Set up  Pads and Pencils for meeting  Mint candies Rostrum 5 Whiteboards with marker Registration Table and Secretariat Table					
<b>ENGINEERING REQUIREMENTS:</b>  Projector with white screen Microphones 4 units w/ Stand Basic Audio System Wifi Connection Extension cord					
<b>ROOM REQUIREMENTS:</b>  Check-out time: 12:00NN					

Prepared by:  
  
Len Cadilo  
Sales Executive

Conforme:  
  
Ms. Maria Francesca M. Del Rosario  
Undersecretary, Chief Information Officer