



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE OF AWARD

June 13, 2024

CINDY MARIE K. VERAR
Director of Sales and Marketing
Marcian Garden Hotel Inc.
Gov Camins Ave., Zamboanga del Sur
Zamboanga City

Dear **Ms. Verar:**

We are pleased to inform you that the contract for the Project, Lease of Venue for the Philippine Open Government Partnership (PH-OGP) Institutionalization Activities (Zamboanga),” is hereby awarded to Marcian Garden Hotel in the amount of Five Hundred Forty-Seven Thousand Seven Hundred Pesos (P547,700.00) only.

Based on the evaluation of your submitted documents, the Philippine Open Government Partnership Project Management Office¹ finds your submission as the single calculated and most responsive quotation for the project.

Thank you and God Bless.

Very truly yours,

ROLANDO U. TOLEDO
Assistant Secretary

Confirmed by:
Cindy Marie Verar
Director of Sales & Marketing
Marcian Hotels & Palacio Del Sur

Name of Authorized Representative
Marcian Garden Hotel

Date: JUNE 14, 2024

¹ Authorized under Department Order No. 26, s. 2023 dated October 23, 2023 - Guidelines on the Conduct of Procurement through Alternative Methods of Procurement in the DBM Central Office



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE TO PROCEED

June 13, 2024

CINDY MARIE K. VERAR
Director of Sales and Marketing
Marcian Garden Hotel Inc.
Gov Camins Ave., Zamboanga del Sur
Zamboanga City

Dear Ms. Verar:

This is to inform your company that the performance of the obligations specified in the attached Contract for the Project, "Lease of Venue for the Philippine Open Government Partnership (PH-OGP) Institutionalization Activities (Zamboanga)," shall commence upon receipt of this Notice to Proceed.

Thank you and God Bless.

Very truly yours,

ROLANDO U. TOLEDO
Assistant Secretary

Conforme: 
Cindy Marie Verar
Director of Sales and Marketing
Marcian Garden Hotel, Palacio Del Sur

Name of Authorized Representative

Marcian Garden Hotel

Date: JUNE 14, 2024

MARCIAN INC.

HOTELS

SERVICE CONTRACT

This agreement is made and entered into by and between:

DEPARTMENT OF BUDGET AND MANAGEMENT with office address at Rosales St. Corner ilang-llang St. Cotabato City, 900 Maguindanao herein represented by **Assistant Secretary Rolando U. Toledo**, as the LESSEE, and

MARCIAN GARDEN HOTEL INC. with business address at Gov. Camins Avenue, Zamboanga City, 7000 Philippines, herein represented by **CINDY MARIE K. VERAR** as the LESSOR, agrees to provide the following meal and room accommodation arrangement on June 20-22, 2024.

FOOD AND BEVERAGES

DATE	MEAL	RATE	NO. OF PAX	NO. OF DAYS	TOTAL
June 21, 2024	1 Snack and 1 Meal	P 790.00/Pax	300 Pax	1 Day	P 237,000.00
June 20-21, 2024	Buffet Dinner	P590.00/Pax/Day	50 Pax	2 Days	P 59,000.00
	Led Wall, Sounds and Lights with Electrical Charge	P 40,000/Day		1 Day	P 40,000.00
Total:					P336,000.00

ROOM ACCOMMODATION

DATE	Type of Room	RATE	NO. OF Rooms	NO. OF Pax	TOTAL
June 20-22, 2024	Twin Sharing	P 4,234.00/Room/Night	25 Rooms	50 Pax	P 211,700.00
Total:					P211,700.00

* Inclusive of buffet breakfast for two.

Food and Beverages: P 336,000.00

Room Accommodation: P 211,700.00

GRAND TOTAL: P 547,700.00

CINDY MARIE K. VERAR
Director of Sales and Marketing
Marcian Garden Hotel Inc.

MR. ROLANDO U. TOLEDO
Assistant Secretary
Department of Budget and Management

MARCIÁN INC.

HOTELS

CINDY MARIE K. VERAR
Director of Sales and Marketing
Marcian Garden Hotel Inc.

BILLING ARRANGEMENT:

The LESSEE shall guarantee to pay the minimum guaranteed number of participants given. Should there be an increase in the actual number of participants during the actual activity, said increase will be computed based on per order basis.

In the event that the expected participants failed a 100% attendance, the reserved foods and room accommodation for the participants shall be paid in full.

All other incidental costs incurred outside of those agreed upon shall be charged separately.

Furthermore, the said event must be paid within 30 days upon receipt of the statement of account.

I. TERMS AND CONDITIONS:

1. Audio -visual light and sound system shall be rented from accredited suppliers of the LESSOR. Should LESSEE desire to use their preferred supplier. LESSEE should seek LESSOR'S written approval and subject to such terms and conditions as may be imposed by the lessor.
2. The LESSOR reserves the right to substitute the event/function space herein contracted by another function space of acceptable standard and size appropriate to the LESSEE'S event/function with prior notice to and consent of LESSEE. In the event that LESEE notifies the LESSOR of an increase or decrease in the minimum number of attendees thereby rendering the size of the function room originally reserved as inappropriate, such substitute venue shall be deemed by the LESSEE as full compliance by the LESSOR under the agreement and for this purpose, the LESSOR is not liable to the LESSEE. However, LESSEE shall agree to any additional rental charges for an upgrade in room size, number or capacity. Reduction in rental charges due to decrease in room size or number at the instance of the LESSEE is non-refundable.
3. The LESSEE agrees to save LESSOR free and harmless from any liability for failure to comply with any or all of the terms of this agreement due to force majeure, labor dispute, strikes, fortuitous events or other causes beyond its control. In case cancellation by the LESSEE due to force majeure, the LESSOR shall re-schedule the LESSEE'S event/function not more than ninety (90) days from original event/function date subject to availability.

MR. ROLANDO TOLEDO
Assistant Secretary
Department of Budget and Management

MARCIAN INC.

HOTELS

4. Additional charges shall be billed to LESSEE for service personnel power and light charges in excess of normal usages and other special arrangements as agreed upon.
5. LESSEE shall be responsible for all damages for depredation excluding normal wear and tear caused by the LESSEE and / or his guest/s to Marcian Garden Hotel property such as but not limited to furniture, fixtures audio-visual equipment and any building assets.
6. LESSEE shall ensure that nothing shall be attached to the floors, walls ceiling or columns of the function rooms and meeting rooms by nails, screw, pins, tapes or other means, otherwise any damage caused shall be chargeable to LESSEE.
7. Any loss, damage or injury that Marcian Garden Hotel and /or other guests may suffer which may be attributable to acts or omissions of the LESSEE and/or its contracted event/function shall give rise to liability on the part of the LESSEE which Marcian Garden Hotel/Guests may recover under existing laws.
8. LESSOR shall not be responsible for any damage or loss of LESSEE's and /or its guests merchandise left in the Marcian Garden Hotel premises prior, during or after the event/functions.
9. No flammable or explosive materials shall be allowed for display or use in any part of the function rooms and meeting rooms and/or Marcian Garden Hotel premises.
10. LESSOR shall exercise full authority within the premises and reserves the right at all times to shut down operations and/or control regulate inspect, refuse entry or prohibit, display goods materials or persons which LESSOR considers inimical to or which constitutes violation of the Philippine laws, house rules and regulations, this Contract and other government, social, health, safety, security, aesthetic, moral and such other standards.
11. LESSOR reserves the right to regulate the volume of music and sound system of an event or exhibitor if and when it interferes with other ongoing presentation and exhibition.


CINDY MARIE KERVERAR
Director of Sales and Marketing
Marcian Garden Hotel Inc.


MR. ROLANDO U. TOLEDO
Assistant Secretary
Department of Budget and Management

MARCIAN INC.

HOTELS

12. Any/all city or national permits/licenses necessary before holding the event/function covered by this Contract shall be the full responsibility of the LESSEE.

13. Disputes or conflicts arising from interpretation of this agreement and from those situations heretofore not covered by this agreement shall be decided upon by LESSOR's management in consultation with LESSEE.

II. CANCELLATION POLICY:

Cancellation shall be treated as follows:

Ninety (90) days and above before
the actual date of function/event

= 20% of Guaranteed Costs

Sixty (60) days before the actual date
of the function/event

= 40% of Guaranteed Costs

Thirty (30) days before the actual date
of the function/event

= 60% of Guaranteed Costs

Seven (7) days before the actual date
of the function/event

= 100% of Total Guaranteed Costs

IN WITNESS WHEREOF, both Parties have hereunto set their hands this 10th day of June 2024 in Zamboanga City, Philippines.

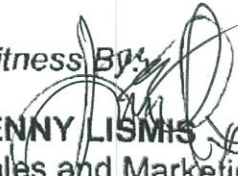


MR. ROLANDO U. TOLEDO
Assistant Secretary
Department of Budget and Management



CINDY MARIE C. VERAR
Director of Sales and Marketing
Marcian Garden Hotel Inc.

Witness By:



JENNY LISMIS
Sales and Marketing Associate
Marcian Garden Hotel Inc.

MARCIAN INC.

HOTELS

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DEPARTMENT OF BUDGET AND MANAGEMENT with office address at Rosales St. Corner Ilang-Ilang St. Cotabato City, 900 Maguindanao herein represented by **Assistant Secretary Rolando U. Toledo**, as the LESSEE, and.

MARCIAN GARDEN HOTEL INC. with business address at Gov. Camins Avenue, Zamboanga City, 7000 Philippines, herein represented by **CINDY MARIE K. VERAR** as the LESSOR, agrees to provide the following meal and room accommodation arrangement on June 20-22, 2024.

CINDY MARIE K. VERAR
Director of Sales and Marketing
Marcian Garden Hotel Inc.

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MR. ROLANDO U. TOLEDO
Assistant Secretary
Department of Budget and Management