



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

NOTICE OF AWARD

February 24, 2025

MARY ANN M. DATIG

Director of Sales and Marketing
Princesa Garden Island Resort & Spa
Puerto Princesa, Palawan

Dear **Ms. Datig**:

We are pleased to inform you that the contract for the Project, "Lease of Venue for the Conduct of 2025 Development Budget Coordination Committee (DBCC) Strategic Planning," is hereby awarded to Princesa Garden Island Resort & Spa in the amount of One Million Three Hundred Fifty-Nine Thousand Seven Hundred Pesos (P1,359,700.00) only.

Based on the evaluation of your submitted documents, the Fiscal Planning and Reforms Bureau finds your submission as the lowest calculated and most responsive quotation for the project.

Thank you and God Bless.

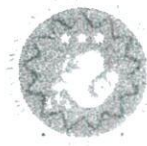
Very truly yours,

MARY JOY O. DE LEON

Director IV

Conforme:

MARY ANN M. DATIG
Name of Authorized Representative
Princesa Garden Island Resort & Spa
Date: Feb. 24, 2025



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

NOTICE TO PROCEED

February 24, 2025

MARY ANN M. DATIG

Director of Sales and Marketing
Princesa Garden Island Resort & Spa
Puerto Princesa, Palawan

Dear **Ms. Datig**:

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 Conduct of 2025 DBCC Strategic Planning" shall commence upon receipt of this Notice to Proceed.

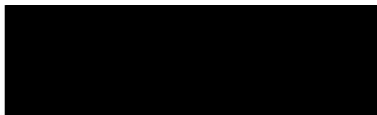
Thank you and God Bless.

Very truly yours,



MARY JOY O. DE LEON
Director IV

Conforme:



MARY ANN M. DATIG
Name of Authorized Representative
Princesa Garden Island Resort & Spa
Date: FEB. 24, 2025

**CONTRACT OF AGREEMENT
(ROOM ACCOMMODATION & BANQUET MEALS)**

February 24, 2025

Mary Joy O. de Leon
Director IV
Department of Budget and Management
2/F, DBM Bldg. 1, Gen. Solano St., San Miguel Manila 1005
Office Telephone Number: (+632) 8657-3300 loc. 1203

Dear **Dir. de Leon**,

Thank you for choosing Princesa Garden Island Resort & Spa as a possible venue for your event on **March 12 – 15, 2025** composed of 50 pax. We are pleased to offer you our special rates as follows:

DBCC STRATEGIC PLANNING
TOTAL CONTRACT PRICE PHP 1,359,700.00
Special Package Rate for March 12 – 15, 2025 @ 50 pax

I. ROOMS

CHECK-IN	CHECK OUT	ROOM CATEGORY	OCCUPANCY	NO. OF NIGHTS	NO. OF ROOMS	NO. OF PAX	PUBLISHED RATE	DISCOUNTED RATE/NIGHT	AMOUNT
12-Mar-25	15-Mar-25	Princesa Classic	Twin Sharing	3	15	30	Php 12,000	8,200.00	369,000.00
12-Mar-25	15-Mar-25	Princesa Classic	Single Occupancy	3	19	19	Php 12,000	7,800.00	444,600.00
TOTAL AMOUNT FOR ROOM ACCOMMODATION:									813,600.00

INCLUSIONS:

- Room Accommodation based on Occupancy stated above
- Roundtrip airport transfers
- Daily Buffet Breakfast for adults listed under room capacity (breakfast for children is not included)
- Welcome Drinks
- Welcome amenity
- Free Wi-Fi Access
- Free use of the following facilities: 1,640 sqm swimming pool, slides, gym, billiards, darts, soccer table, seaside volleyball, jumbo chess, golf carts, day-care center, and mini golf.
- One (1) hour use of non-motorized water sports facilities: Kayak, Stand-up paddle
- One (1) hour use of bicycle
- Sandbar transfer for 2 persons (subject to weather conditions)
 - ❖ Non-motorized water sports facilities and bicycles is subject to availability
- in-Room Amenities:
 - I. Two (2) bottles of mineral water
 - II. Coffee and tea-making facilities
 - III. Safety deposit box
 - IV. 40" LCD Cable TV I 46" LCD Cable TV for the suites



PRINCESA GARDEN ISLAND
RESORT AND SPA

MANILA: T. (02) 968-5TAY (7829) M. +63 917.8739574 +63 918.9675132 WWW.PRINCESAGARDENISLAND.COM INFO@PRINCESAGARDENISLAND.COM 49 ANNAPOBIS ST. GREENHILLS SAN JUAN, PHILIPPINES

FACILITIES INCLUDED IN RATE:

- ✓ Swimming Pool and Jacuzzi
- ✓ Sandbar Access
- ✓ Fitness Gym
- ✓ Aqua Island Mini Water Park
- ✓ Game On! (Entertainment, Arcade, and KTV) *Coin-operated machines are not included.
- ✓ Lawn Games
- ✓ Island Mini Golf
- ✓ Little Boss Day Care Center w/ minimal charge
For Children 12 years old and below

II. BANQUET:

DATE	MEALS	VENUE	TIME	RATE/PAX	NO. OF PAX	AMOUNT
12-Mar-25	Lunch	Hari 1	12 NN - 1: 30 PM	1,500.00	50	Php 75,000.00
	Dinner	Hari 1	6 PM – 8 PM	1,500.00	50	75,000.00
13-Mar-25	Buffet Breakfast	The Rice	6 AM - 10 AM	0	50	-
	Lunch	Hari 1	12 NN - 1: 30 PM	1,500.00	50	75,000.00
	PM Snack	Hari 1	3 PM - 3:30 PM	350	50	17,500.00
	Dinner	Hari 1	6 PM – 8 PM	1,500.00	50	75,000.00
14-Mar-25	Buffet Breakfast	The Rice	6 AM - 10 AM	0	50	-
	Lunch	Hari 1	12 NN - 1: 30 PM	1,500.00	50	75,000.00
	Dinner	Hari 1	6 PM – 8 PM	1,500.00	50	75,000.00
15-Mar-25	Buffet Breakfast	The Rice	6 AM - 10 AM	0	50	-
TOTAL AMOUNT FOR BANQUET MEALS:						PHP 467,500.00

INCLUSIONS

- Use of Function Hall for 8 – 10 hours
- Stage and Podium
- Banquet Set up/Classroom or U- Shape
- Welcome signage at the lobby
- Free dedicated WIFI for the entire event
- Electronic function/ballroom signage
- Use of a basic sound system with Five (5) microphones, three (3) wireless phones, and a podium
- Philippine National Flag
- 2 Units of Whiteboard with board Marker
- Free Parking Space
- Memo pads and Pencils
- Free flowing of coffee/tea
- Nuts, and Candies
- Standby waiter and technician
- 2 - LCD screen and projector
- Registration table @ the Foyer



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III: MISCELLANEOUS/CORKAGE:

DATE	PARTICULAR	QTY	UNIT	NO. OF DAY	RATE	AMOUNT
Mar. 12 - 13, 2025	Gooseneck microphones	10	pcs	1	1,600.00	Php 16,000.00
Mar. 12 - 13, 2025	Printer	1	unit	1	5,000.00	5,000.00
Mar. 12 - 15, 2025	Standby Van Service	72	hour	4	800	57,600.00
TOTAL AMOUNT FOR MISCELLANEOUS AND OTHERS:						PHP 78,600.00

IV: RESERVATION PROCEDURES AND CUT-OFF DATES:

- Kindly note that the guest rooms and function hall have not yet been blocked. We shall make the tentative reservation upon receiving the signed proposal on or before **February 21, 2025**. The final rooming list should be forwarded to the Sales or Reservation Department on or before **March 5, 2025**

V: BILLING ARRANGEMENT:

NO.	PARTICULAR	AMOUNT
1	Room Accommodation	Php 813,600.00
2	Banquet & Meals	467,500.00
3	Miscellaneous and Others	78,600.00
TOTAL CONTRACT PRICE:		PHP 1,359,700.00

TOTAL CONTRACT PRICE PHP 1,359,700.00

- Send bill arrangement within 15 – 30 days upon receiving the final billing with complete documents
 - Signed contract of Agreement
 - Notice of Award
 - Notice to Proceed
 - CAF
- Any additional charges incurred shall be paid immediately after the function through cash or credit card.
- Please see the below bank details for your reference

BANK ACCOUNT DETAILS:

Account Name: Modern Asia Hotel Inc.
Bank Name: Banco De Oro - Puerto Princesa City
Savings Account No: 5040-2798-77



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VI. CANCELLATION POLICY:

- Kindly refer to the applicable charges and wash down of guest rooms after signing this initial proposal.

0 – 60 Days prior:	100% Cancellation Fee charges for the Guest Room and Banquet Charges
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VII. TERMS AND CONDITION:

- A. **Guaranteed Rooms and Persons** – a minimum guaranteed number of persons for the function should be given to the Resort at least Fourteen (14) working days before the actual function. Charges will be based on a guaranteed number of persons or the actual number of attendances whichever is greater.
- **A Guaranteed number of rooms and persons cannot be reduced.**
 - **Unoccupied guaranteed number of rooms shall be charged for the entire duration of stay.**
 - If no guarantee is provided within the appropriate time frame, the function will be set up and charged according to the original number provided on the confirmation.
 - Meals and set up will be prepared for the guaranteed number of persons.
 - The Resort however shall prepare an additional ten percent (10%) provision of the guaranteed number of persons, at no cost to the client except in case of actual occupancy
 - **Should the number of attendees increase more than fifteen percent (15%), ala carte meal rate per person shall be added to the package rate.**
- B. **Final Details** – Menus, beverage, entertainment, audio-visual requirements, and room set-up starting and finishing times must be confirmed in writing FOURTEEN (14) days before the event.
- C. **Commercement and Vacating of Rooms** - The client agrees to begin the function and vacate the designated function space at the confirmed scheduled times. In the event a function should go beyond the agreed finishing time, the Resort reserves the right to impose a labor charge for each hour and part hour thereof that the function space is occupied.
- D. **Food and Electrical Equipment brought in from Outside** - The Resort is responsible for the quality and freshness of the food served to its guests. No self-brought food or beverage of any kind will be permitted into the resort by the guest or any of the invitees of the Client. The Resort must supply all food and beverage. All electrical equipment brought into the resort shall have a prior arrangement and will be charged accordingly.
- E. **Security** – The Resort will not accept responsibility for damage to or loss of any equipment, displays, articles, or merchandise left on the premises prior to, during, or after the function, except those resulting from the negligence or fault of the Resort. Arrangements can be made in advance for the security of articles or displays and be charged accordingly. Our security officers will be pleased to discuss this with you.
- F. **Displays and Signage** - No items are to be attached, pinned, stapled, or glued, to the wall surface, ceilings, or fixtures of any area in the Resort, except with the prior consent of the Resort. Signage in Resort public areas is required to be kept to a minimum. Display items and signage must be approved in advance by the Resort.
- G. **Outside Contracts** – For all exhibitors and stage setup produced by outside contractors, plans must be approved by the Resort Chief Engineer a minimum of forty-five (45) days prior to the event. The outside contractors must liaise with the Resort Chief Engineer in all matters of delivery, set-up, and breakdown.



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- I. **Compliance** – The Client will be responsible for ensuring the orderly behavior of their guests, and the Resort reserves the right to intervene where it sees fit.
- I. **Damages** – Clients will assume full responsibility for any and all damage caused during the function by any of their guests or any other persons attending the function, whether in the rooms reserved or in any part of the Resort, except those resulting from the negligence or fault of the Resort.
- J. **Guest Room** – Taking into consideration the comfort of the Resort guests, please be reminded that your room may not entertain parties that may affect the comfort of our guests. All candle, Intense, and joss stick burning forms are strictly prohibited.
- K. **Force Majeure** – In the event of a circumstance of “Force Majeure” defined as an exceptional event or circumstance (i) which is beyond a party's reasonable control; (ii) which is not caused by an act or omission of the affected party; (iii) where the Resort is affected, could not reasonably have been avoided, provided against, prevented or overcome by a prudent, commercial and experienced supplier performing services of a nature similar to the in the Philippines; and (iv) where the Client is affected, could not have reasonably been avoided, provided against, prevented or overcome by the Client. Either party shall be entitled to suspend this contract until such time when the circumstances constituting Force Majeure have disappeared. The Client's reservation confirmed for the event on a date within the period of Force Majeure can be canceled and said Client shall be entitled credit memo to rebook which shall be valid for one (1) year from the date of cancellation.
- L. **Indemnity** – The Resort shall protect, defend, indemnify, and hold the Client harmless from and against any claims, damages, losses, expenses (including legal fees), demands, and causes of action of every kind and character and without limit which the Client may hereafter incur, become responsible for, or pay out as a result of any death or personal injury (including bodily injury) to any person, destruction, loss, or damage to any property, or any violation of applicable laws to the extent caused by the Resort in the performance of this contract.
- M. **Applicable Law** – This contract is to be construed and interpreted according to the laws of the Republic of the Philippines. Litigation arising from or in connection with this contract shall be filed with the appropriate trial court of Pasig City, Metro Manila, Philippines, to the exclusion of other courts.

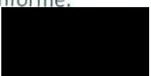
We hope you find the above in order. We would appreciate hearing your acceptance of this proposal by affixing your signature on the space provided below. Should you have other concerns, please do not hesitate to contact us at the Telephone number (02) 744.79.79 or Mobile number 09065877300/09322333394, or through email: m.datig@princesagardenisland.com.

Thank you very much. We look forward to welcoming you to Princesa Garden Island Resort & Spa. Escape Completely.

Sincerely,


MARY ANN M. DATIG
Director of Sales and Marketing
Princesa Garden Island Resort & Spa

Conforme:


Mary By O. de Leon
Director IV
Department of Budget and Management

Date & Time: 2/24/2025