



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

NOTICE OF AWARD

16 September 2019

Mary Jane Garin
Sales Account Executive
Summit Ridge Tagaytay
Km. 58 Gen. Aguinaldo Highway,
Maharlika West, Tagaytay, 4120 Cavite

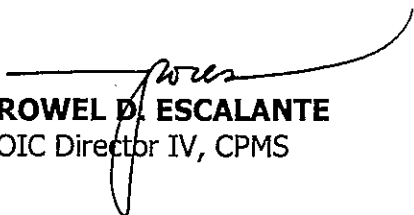
Dear Ms. Garin:

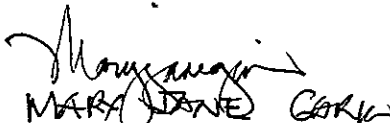
We are pleased to inform you that the contract for the lease of venue for the three-day DBM Strategic Plan Mid-Term Review is hereby awarded to **SUMMIT RIDGE TAGAYTAY of ROBINSONS LAND CORPORATION** in the amount of **SEVEN HUNDRED SEVENTY THOUSAND FIFTY PESOS (P770,050.00)**

Please coordinate with the Corporate Planning and Management Service (CPMS) for the implementation/execution of this project.

Thank you very much.

Very truly yours,


ROWEL D. ESCALANTE
OIC Director IV, CPMS


MARY JANE GARIN 9-16-19



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

NOTICE TO PROCEED

20 September 2019


Mary Jane Garin
Sales Account Executive
Summit Ridge Tagaytay
Km. 58 Gen. Aguinaldo Highway,
Maharlika West, Tagaytay, 4120 Cavite

Dear Ms. Garin:


The attached Contract having been approved, notice is hereby given to **ROBINSONS LAND CORPORATION** that your work for the Lease of Venue at **SUMMIT RIDGE TAGAYTAY** for the three-day DBM Strategic Plan Mid-Term Review shall commence as scheduled.

Thus, you shall be responsible for performing the services in coordination with the Corporate Planning and Management Service (CPMS), under the terms and conditions of the Contract.

Very truly yours,


ROWEL D. ESCALANTE
OIC Director IV, CPMS

Received by: -


MARY JANE GARIN 9.20.19

(Signature over printed name and date of receipt)

SUMMIT

HOTELS AND RESORTS

September 17, 2019

Mr. Rowel D. Escalante
 OIC Director, Corporate Planning and Management Service
 Department of Budget and Management (DBM)
 General Soalno St. San Miguel, Manila 1005
 MN: 09173077593
 TN: 02 657 3300 loc 3217
 Emailadd: rhufano@dbm.gov.ph

Confirmation Contract: Live in Conference on October 9-11, 2019

Dear Mr. Escalante,

Warm greetings from Summit Ridge Tagaytay!

Thank you for choosing our hotel as the venue for your forthcoming DBM Strategic Plan Mid-term Review. We are delighted to have this opportunity to work closely with your company. Please find below our package rates based on your specified requirements:

TOTAL CONTRACTED CHARGES **PHP770,050.00**

ROOMS:

Stay Period	No. of Rooms	Room Type	No. of Nights	No. of Persons	No. of Extra Pax	Room Rate / Night	Extra Pax/Night	Total Charges
October 9-11 2019	1	King Deluxe (Single Occ.)	2	1	0	PHP3,500.00	PHP0.00	PHP 7,000.00
	40	Twin Deluxe (Twin Sharing)	2	80	0	PHP3,500.00	PHP0.00	PHP 280,000.00
	1	Summit Suite (Quad Sharing)	2	4	0	PHP7,000.00	PHP0.00	PHP14,000.00
	1	Summit Suite (Quintuple)	2	4	1	PHP7,000.00	PHP1,500.00	PHP17,000.00
	1	Drivers Quarter	2	1	1	PHP800.00	PHP0.00	PHP1,600.00
Total Rooms charges:								PHP319,600.00

*Rates are inclusive of 12% Value Added Tax (VAT) and 5% Service charge.

*Room rates are inclusive of complimentary Buffet Breakfast for Two (2) for the Super Rooms and for Four (4) for the Super Suites

*Extra Person is Php2,000.00 net with Buffet Breakfast.

Check-in Time: 2:00pm

Check-out Time: 12:00NN

Meal

Date	Particulars	No. of Persons	Rate	Total Charges
October 9, 2019	Am Snacks, Buffet Lunch, Pm Snacks and Buffet Dinner	91	PHP1,900.00	PHP172,900.00
October 10, 2019	Am Snacks, Buffet Lunch, Pm Snacks and Buffet Dinner	91	PHP1,900.00	PHP172,900.00
October 11, 2019	Am Snacks, Buffet Lunch and Pm Snacks	91	PHP1,150.00	PHP104,650.00
Total Event Charges				PHP450,450.00

*Rates are inclusive of 12% Value Added Tax (VAT).

*All Snacks will fall as chef discretion

Inclusions:

1. Buffet breakfast at Summit restaurant Oct 10-11
2. Complimentary use of swimming pool and gym.
3. Complimentary Wifi access in every room.

TAGAYTAY | QUEZON CITY | FUENTE CEBU | GALLERIA CEBU | TACLOBA

SOON TO OPEN IN:

NAGA

GREENHILLS

Book Direct for Best Rates & Perks at www.summit-hotels.ph • A Robinsons Land Development

Events Requirements:

Date: October 9-11, 2019
Time: 8AM to 5PM
Venue: Raintree (lobby)
No. of Persons: 91
Set up: TBA

SUMMIT

HOTELS AND RESORTS

Amenities:

- *Complimentary use of one (1) conference room
- *Complimentary use of one(1) whiteboard with markers
- *Complimentary use of one (1) Flipchart with papers
- *Complimentary use of the sound system and microphones
- *Complimentary hard candies
- *Set up of pads and pencils
- *Waived electrical consumption for one(1) LCD Projector and one (1) laptop
(Electrical consumption for equipment to be brought in is P 500.00 net/per equipment)

Equipment Rental Fees:

LCD Projector P 8,000.00 net per day

Cut-off Dates and Billing Arrangement:

1. We appreciate receiving a signed copy of this contract on or before September 20, 2019 Otherwise, we will automatically release the guest rooms and function rooms and accept other reservations.
2. Summit Ridge Tagaytay reserves the right to cancel said room booking reservation at anytime even prior to the date first above given provided that the client is given the right of refusal to confirm and pay such room booking reservation within 1 day from time of notice.
3. **Total Amount of Contract and Incidental charges if any, to be settled fifteen (15) days after receipt of the statement of account.**
We require a Letter of Authorization (LOA) addressed to Ms. Sylvia Buendia-Hernandez, VP-Treasury that all the charges and incidental/s charges will be billed to you
Check shall be made payable to Robinsons Land Corporation.

LAND BANK ACCOUNT DETAILS

ACCOUNT NUMBER : 3131-0268-70
ACCOUNT NAME : ROBINSONS LAND CORPORATION
ACCOUNT TYPE : SA
BRANCH : DOTC BRANCH

4. Rooming list signed by client must be submitted to Summit Ridge Tagaytay at least 48-hours prior to actual check-in.
5. Any amendments to arrangements stated in this confirmation contract shall be made by client in writing and shall be effected only upon confirmation by Summit Ridge Tagaytay.
6. Any arrangements not covered by this contract, including but not limited to incidental charges for damages and/ or losses and/ or penalties, shall be for the personal account of guest and should be settled by guest before check-out.
7. Guests are expected to abide by the house rules of Summit Ridge Tagaytay for the duration of their stay, including but not limited to the hotel's policy of "no smoking" and "no pets allowed" inside the rooms. Applicable penalties shall be charged accordingly to guest and should be settled by guest before check-out.

Summit Hotels and Resorts is committed to protect your privacy. Any personal information provided in this document will be collected, processed, and handled in accordance with the Data Privacy Act of 2012, to be able to provide the level of service you require. All personal information will be retained for a legitimate business purpose and for a limited duration. For more information, please visit our privacy policy at www.summithotels.ph/privacy-policy.

Cancellation Clause:

Please refer to the corresponding charges that will apply for any wash down in room blocking (and reduced number of nights booked), cancelled room and function room made after contract signing.

60 days prior to the event or arrival date:	No penalty
30-59 days prior:	A 20% allowable wash down, remainder charged as one night room cancellation per room; 50% function deposit forfeited
16-29 days prior:	A 10% allowable wash down, remainder charged as one night room cancellation per room; 50% function deposit forfeited
0-15 days prior:	100% cancellation fee charged for the event charges and for all room nights booked

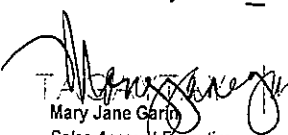
I hope that this contract merits your favorable consideration.

If the above arrangements are acceptable, please affix your signature on the conforme portion and email it to maryjane.garin@robinsonsland.com
Should you have further queries and clarifications, please feel free to contact the undersigned at mobile and landline number 0926 119 6052

Thank you very much and we look forward to welcoming you and your guests to **Summit Ridge Tagaytay!**

Sincerely,

Conforme:


Mary Jane Garin
Sales Account Executive
Summit Ridge Tagaytay

QUEZON CITY

FUENTE CEBU

CALERA CEBU

TACLOBA

SOON TO OPEN IN:

NAGA

GREENHILLS


Mr. Rowel D. Escalante
OIC Director, Corporate Planning and Management Service
Department of Budget and Management (DBM)



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
BONCODIN HALL, GENERAL SOLANO ST., SAN MIGUEL, MANILA

October 15, 2019

MEMORANDUM

For : **The Director**
Administrative Service (AS)

Attention : **The Division Chief**
Procurement Management Division

From : The OIC-Director
Corporate Planning and Management Service (CPMS)

Subject : **SUBMISSION OF DOCUMENTS FOR POSTING ON THE DBM and PHILGEPS WEBSITES**

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- 1.0 The Strategic Plan Management Review (SPMR) was conducted last October 9-11, 2019 at Summit Ridge - Tagaytay in Cavite City and was attended by the DBM Officials.
 - 2.0 Bids and Awards Committee (BAC) Resolution No. 2018-04 provides, among others:
 - 2.1 The conduct of Lease of Real Property and Venue may be delegated to the end-user unit duly authorized by the BAC through a Resolution approved by the Head of the Procuring Entity (HOPE) (Annex H of the 2016 Revised IRR of RA 9184);
 - 2.2 To facilitate the implementation of activities to be conducted out-of-town, the DBM-BAC finds it necessary to delegate to the Head of the end-user unit the signing of the Notice of Award, the Contract and the Notice to Proceed for the procurement of Lease of Real Property and Venue; and
 - 2.3 The DBM-BAC be furnished by the end-user units with copies of the abovementioned documents for purposes of the required posting on the DBM website and the Philippine Government Electronic Procurement System website, in accordance with Section 54.3 of the 2016 Revised IRR of RA 9184, and for DBM-BAC records.
 - 3.0 Relative to the foregoing, submitted herewith are the documents mentioned under item 2.2 labelled as Annexes A, B and C, respectively, requesting for posting to the DBM and PhilGEPS websites.
 - 4.0 Thank you.


ROWEL D. ESCALANTE