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REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGION VIII

NOTICE OF AWARD

February 24, 2023

DR. BERT J. TUGA
University President
Philippine Normal University
Taft Avenue, Manila

Dear **President Tuga**:

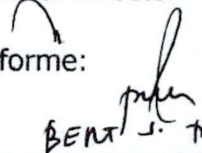
This is to notify you that your quotation for the procurement **Lease of Venue, Accommodation and Catering Services for the Conduct of FY 2023 Annual Planning, Performance, Evaluation, and Assessment Review (APPEAR) and Sports and Cultural Activity** dated February 20, 2023 in the amount of **Eighty-Four Thousand One Hundred Thirty Pesos Only (P84,130.00)**, undertaken through Section 53 (e) (Agency-to-Agency) of Implementing Rules and Regulation (IRR) of Republic Act (RA) No. 9184 is hereby accepted.

Please be informed also that upon completion of this contract, processing of payment is subject to compliance with the terms and conditions indicated in the Request for Quotation (RFQ) hereto attached.

Very truly yours,


IMELDA C. LACERAS, CESO III
Regional Director

Conforme:


BERT J. TUGA
University President
Philippine Normal University
(Signature over Printed Name)

Date of Receipt: 2/24/23



CONTRACT FOR SEMINAR VENUE

Know all men by these presents:

The following parties have entered into a contract for catering services and the usage of PNU facilities/venue:

The **PHILIPPINE NORMAL UNIVERSITY** with postal address at Taft Ave. Manila, represented by **Dr. BERT J. TUGA , University President** hereinafter referred to as the "**FIRST PARTY**":

and

The **DEPARTMENT OF BUDGET AND MANAGEMENT-REGIONAL OFFICE VIII** with office address at Brgy. 77, Villaruz Subdivision, Marasbaras, Tacloban City represented by **Ms. IMELDA C. LACERAS , Director, Department of Budget and Management Regional office VIII**, hereinafter referred to as the "**SECOND PARTY**":

WITNESSETH

That the **SECOND PARTY** desires to make use of the PNU facilities, accommodations and services for the purpose/s of holding their Activity- **FY 2023 Annual Planning, Performance Evaluation and Assessment Review (APPEAR) and FY 2023 Sports and Cultural Activity**

NOW THEREFORE, in consideration of the foregoing premises as under terms and conditions hereinafter stipulated, the **FIRST PARTY** and **SECOND PARTY** hereby AGREE and COVENANT as follows:

1. **The FIRST PARTY shall provide the following:**

- 1.1 Room accommodation with towels and toiletries and catering services in the Hostel and Cafeteria;

2. **The SECOND PARTY shall assume the following obligations:**

- 2.1 Accept assumption of liabilities through the issuance of **Approved Purchase Order (PO)** or **Certificate of Funds Availability** which must be submitted to the FIRST PARTY on or before arrival or check-in date;
- 2.2 The PNU and its facilities and services shall be used as follows:

February 27 to March-1, 2023 (13 Hostel Rooms) with Breakfast, AM Snack, Lunch, Dinner and the use of Amphitheater

a total of **twenty-seven (27) pax** as their guaranteed number of guests/participants;

- 2.3 The SECOND PARTY guarantees to pay the full amount specified in the Statement of Account (SOA), and shall be settled within thirty **(30)** days;
- 2.4 The SECOND PARTY hereby agrees that in case of cancellation of reservation and/or change or alteration of the duration of the reservation, the said Second Party shall assume full responsibility to notify the FIRST Party three (3) days before the scheduled date. Failure to do the same shall compel the First Party to enforce the original contract or demand for the full amount stated in the Request for Quotation.

IMELDA C. LACERAS
Director
DBM Region VIII

DR. BERT J. TUGA
University President
PNU, Manila

EMILIO M. ALBOS III
Witness of the Second Party

RONNIE B. PAGAL
Witness of the First Party



Philippine Normal University

Auxiliary Services

Tel. No. (02)5317-1768 loc 773 / Email: auxiliary@pnu.edu.ph

- 2.5 The **SECOND PARTY** hereby agrees to be responsible in the acknowledgment of this instrument and to submit the same to the **FIRST PARTY** in not less than three (3) days before the scheduled seminar.

3. Other Terms and Conditions:

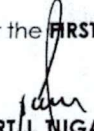
- 3.1 The **FIRST PARTY** shall charge the **SECOND PARTY** for the guaranteed number of guests indicated in item 2.2 or actual number whichever is higher.
- 3.2 The **SECOND PARTY** shall be held responsible for any damage made to the property (Conference Halls, cottages Guesthouses) and meal venues during their stay other than those caused by accident, force majeure, ordinary wear and tear and thus be billed for the corresponding charges.
- 3.3 The **SECOND PARTY** guarantees to pay a concessionaire/exhibit fee for selling/exhibition of any merchandise.
- 3.4 The **SECOND PARTY** shall disclose the complete names of their participants and program of activities. This information shall be used solely by the **FIRST PARTY** as supporting documents for payment;
- 3.5 The **FIRST PARTY** warrants the peaceful occupation of the desired or leased venue and that during the stay, the groups are not allowed to unlawfully organize, conduct and / or join unlawful assembly of any kind;
- 3.6 The Venue should always be open to University Officials and Government Authorities for inspection;
- 3.7 Both the **FIRST PARTY** and the **SECOND PARTY** will not be held liable for the postponement of the event due to causes beyond their control such as natural calamities (typhoon, flood, earthquake, civil war, disaster, strikes, civil disorder, and similar events which could not be or other similar cause or threat thereof beyond the abilities of the parties, making it inadvisable, illegal, or impossible to perform the terms of the contract.
- 3.8 The **FIRST PARTY** reserves the right to cancel this contract in case the continued holding, use of occupation of the University and its facilities prove to be hazardous, inimical and prejudicial to its interest;

FEB 28 2023

IN WITNESS WHEREOF, the parties herein sign this Contract this _____ day of _____, 2023 at Manila, Metro Manila _____.

MANILA

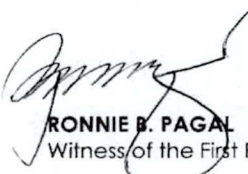
For the **FIRST PARTY**:



BERT J. TUGA, PhD
University President
PNU, Manila

For the **SECOND PARTY**:


IMELDA C. LACERAS, CESO III
Director
DBM, Region XIII

Signed in the presence of:


RONNIE B. PAGAL
Witness of the First Party


EMILIO M. ALBOS III
Witness of the Second Party



Philippine Normal University

Auxiliary Services

Tel. No. (02)5317-1768 loc 773 / Email: auxiliary@pnu.edu.ph

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)

City of Manila) S.S.

BEFORE ME, a notary public for and in the City of Manila personally appeared the following:

Name	ID Number	Date	Place of Issue
Dr. BERT J. TUGA	P07126588	02/18/2019	Manila
IMELDA C. LACERAS, CESO III	#1093	12/22	DPIM CO

Who are known to me to be the same persons who executed the foregoing instrument and both acknowledged before me that the same is their true and voluntary act and deed and that of the entities they represent at this instance.

The foregoing instrument consists of three (3) pages including this page wherein this acknowledgement is written, and is signed by the parties and their instrumental witnesses on each and every page hereof.

WITNESS MY HAND AND SEAL, this **FEB 28 2023** day of **MANILA** 2023 in the City of Manila, Philippines.

Doc. No.:
Page No.:
Book No.:
Series of 2023

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ATTY. ROLAND E. LAS PIÑAS
Notary Public for Manila
Notarial Commission No. 2023-016
Roll of Attorneys No. 84035
PTR No. 0427430 / 06.20.2022
IBP Membership No. 292700 / 01.05.2023
MICLE Exempted G.B.O. No. 1, s. 2008