



COOPERATIVE DEVELOPMENT AUTHORITY MIMAROPA EXTENSION OFFICE

2F BOCOFAMCO Bldg., Durian St., Lalud, Calapan City, 5200, Oriental Mindoro

cda.gov.ph

helpdesk@cda.gov.ph

CDA Philippines



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NOTICE OF AWARD

June 19, 2025

VIZALES GUEST HOUSE
Sablayan, Occidental Mindoro

Dear Sir/Madam:

We are pleased to notify you that the Contract/Project: **Lease of Venue including Meals and Accommodation for the conduct of Cooperative Business Opportunity Sourcing Session (Coop BOSS) in Occidental Mindoro** is hereby awarded to **VIZALES GUEST HOUSE** as the Bidder with Lowest Calculated and Responsive Bid with a Contract Price equivalent to **TWO HUNDRED NINETY THOUSAND EIGHT HUNDRED EIGHTY PESOS (290,880.00)** inclusive of applicable government taxes.

You are therefore required, within ten (10) days from the receipt of this Notice of Award (NOA) to formally enter into contract with the CDA.

Refusal to accept the award without justifiable reason within the prescribed period of ten (10) days shall constitute sufficient grounds for cancellation of the award, forfeiture of the bid security and disqualification in any future bidding of this Authority.

Please acknowledge agreement of this NOA by formally signing on the space provided below and return the same to the Office of the Regional Director within the specified period stated above.

Very truly yours,

ALBERTO A SABARIAS
Regional Director/Head of the Procuring Entity

CONFORME:

VIZALES GUEST HOUSE
Winning Bidder/Supplier

By : Ava Danica Jornal
Authorized and Designated Representative

Date : 06 - 19 - 2025

(043) 288 7595
(043) 288 6238



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CONTRACT OF AGREEMENT

THIS AGREEMENT is made and entered into this 20th day of June, 2025, by and between:

COOPERATIVE DEVELOPMENT AUTHORITY (CDA) – MIMAROPA Region Extension Office, a Government agency organized and existing under the laws of the Republic of the Philippines, with office address at **Calapan City, Oriental Mindoro**, herein represented by its **Regional Director, Alberto A. Sabarias**, hereinafter referred to as the "**CLIENT**";

-and-

VIZALES GUEST HOUSE, a sole proprietorship duly organized and existing under the laws of the Republic of the Philippines, with principal office address at **H. Dano St. Buenavista Sablayan Occidental Mindoro** represented herein by its **General Manager, Ms. Ava Danica Jornal**, hereinafter referred to as the "**SERVICE PROVIDER**";

WITNESSETH:

WHEREAS, the **CLIENT** will conduct a training event on the following schedule on 26-27 of June, 2025 for the lease of Venue including Meals and Accommodation for the conduct of **Cooperative Business Opportunity Sourcing Session (Coop BOSS) in Occidental Mindoro**

Venue: Vizales Guest House Grand Hall

Expected Participants: **100 persons**

WHEREAS, the **CLIENT** desires to engage the services of the **SERVICE PROVIDER** to provide accommodation and meals for the participants of the training event;

NOW, THEREFORE, for and in consideration of the foregoing premises, the parties agree as follows:



SCOPE OF SERVICES

Foods, Accommodations and Function Hall

June 25, 2025	Qty	Unit	Unit Cost	Net Amount
Dinner	14	pax	380.00	5,320.00
Accommodation	14	pax	1,000.00	14,000.00
June 26, 2025				
Breakfast	14	pax	260.00	3,640.00
AM Snacks	100	pax	190.00	19,000.00
Lunch	100	pax	380.00	38,000.00
PM Snacks	100	pax	190.00	19,000.00
Dinner	14	pax	380.00	5,320.00
Accommodation	14	hall	1,000.00	14,000.00
Function Hall	1	pax	35,000.00	35,000.00
June 27, 2025				
Breakfast	14	pax	260.00	3,640.00
AM Snacks	100	pax	190.00	19,000.00
Lunch	100	pax	380.00	38,000.00
PM Snacks	100	pax	190.00	19,000.00
Dinner	14	pax	380.00	5,320.00
Accommodation	14	hall	1,000.00	14,000.00
Function Hall	1	pax	35,000.00	35,000.00
June 28, 2025				
Breakfast	14	pax	260.00	3,640.00
TOTAL				290,880.00

CONTRACT PRICE

The total contract price for the accommodation and meals shall be: ₱ **290,880.00 Two Hundred Ninety Thousand, Eight Hundred Eighty Pesos** Payment shall be made in accordance with government accounting and auditing procedures

INCLUSIONS

- *Bfast, Snacks, Lunch, Dinner
- *Training Hall
- *Accommodation
- *Tables and chairs, sounds, projectors,
- *Resto, Wifi Free Access, All amenities



Check-In/Out Time

Our check-in time is 1700H on the day of arrival. Request for early check-in shall be subject to room availability.

Our check-out time is at 1700H on the day of departure. Request for late check-out shall be subject to room availability with the following applicable charges:

Three (3) hours extension (from 1200h to 1800h) would be charged a half day rate.

Extending beyond six (6) hours (beyond 1800h) would be charged a whole day.

Guarantee/Billing

As a matter of policy, we require 15 days payment prior of the event. Incidentals and other charges incurred during the stay shall be settled upon check-out in cash.

Special Request: Upon signing this agreement, kindly settle your bill within 10 working days after the event.

UCPB SAVINGS Sablayan Branch

Account Number : 410 01-11793-9 (Savings Account)

Account Name : Vizales Guest House

Bank : UCPB SAVINGS- Sablayan Branch

Note: Any cancellation of the event 3 days prior of the event is already forfeited.

Waiver

All food and beverage items shall be exclusively purchased from the Restaurant. Patron is not permitted to bring in food and beverage items in the Restaurant unless there is an agreement to the contrary. The Restaurant shall not be liable for any illness resulting from consumption of food and beverage brought in or brought out the restaurant by the client and/or guests of the client.

Force Majeure Clause

By signing of this Agreement, the Hotel shall not be held liable or responsible for failure to execute arrangements specified herein directly or indirectly occasioned by or through or in consequence of war,



change or statutes of Philippine Government, strikes, riots, and Acts of God or conditions beyond the control of the Hotel.

Others

VIZALES GUEST HOUSE has no control over the activities of the guest/s and is not liable for any loss or damage of guest's valuables. Any damage by guest/s directly or indirectly to the Hotel premises and or facilities shall be to for the account of the guest/s Food, beverages, firearms, and deadly weapons, pyrotechnics and prohibited drugs are strictly prohibited in the Hotel.

VIZALES GUEST HOUSE reserves the right to cancel this agreement at any time when deemed necessary to protect its interests. Please note all rates committed to your Company are confidential and should not be published at anytime.

This Agreement constitutes the entire understanding between the parties and supersedes all prior agreements. Any amendments must be made in writing and signed by both parties.

IN WITNESS WHEREOF, the parties have hereunto set their hands this 20th day of **June, 2025** at **VIZALES GUEST HOUSE at Brgy. Buenavista Sablayan Occidental Mindoro.**

FOR THE SERVICE PROVIDER:

VIZALES GUEST HOUSE

FOR THE CLIENT:

COOPERATIVE DEVELOPMENT AUTHORITY


MS. AVA DANICA Z. JORNAL

General Manager


MR. ALBERTO A. SABARIAS

Regional Director



COOPERATIVE DEVELOPMENT AUTHORITY MIMAROPA EXTENSION OFFICE

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NOTICE TO PROCEED

June 23, 2025

VIZALES GUEST HOUSE

Sablayan, Occidental Mindoro

Dear Sir/Madam:

The attached Contract Agreement having been approved, notice is hereby given to **VIZALES GUEST HOUSE** that services may proceed on the Project/Contract: **Lease of Venue including Meals and Accommodation for the conduct of Cooperative Business Opportunity Sourcing Session (Coop BOSS) in Occidental Mindoro** with a Contract Price of **TWO HUNDRED NINETY THOUSAND EIGHT HUNDRED EIGHTY PESOS (290,880.00)**. This will take effect within seven (7) days after the receipt of this Notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation of the Schedule of Requirements and Technical Specifications specified in the Quotation documents.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below.

Very truly yours,

ALBERTO A. SABARIAS

Regional Director/Head of the Procuring Entity

I acknowledge receipt of this NOTICE on

06 - 23 - 2025

Name of Authorized Representative:

Ava Danica Jornal

Signature of Authorized Representative:

[Handwritten Signature]

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