



balai

Republic of the Philippines  
**Department of Education**  
 REGION IV-A CALABARZON  
**SCHOOLS DIVISION OF BATANGAS**

**BAC Resolution Recommending the Use of Alternative Method of Procurement  
 Resolution No. 2022-11-129**

**WHEREAS**, there is an approved Purchase Request (PR) No. 2022-11-129 with an Approved Budget for the Contract (ABC) of Seven Hundred Sixty-Eight Thousand Pesos (Php 768,000.00) only for the Procurement of **Lease of Venue for the conduct of Division FY 2022 Year-End Employee Performance on December 16-17, 2022;**

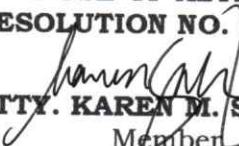
**WHEREAS**, Section 48.1 of 2016 Revised IRR of RA 9184 (updated as of 01 September 2022) Subject to the prior approval of the HoPE, and whenever justified by the conditions provided in this Act, the Procuring Entity may, in order to promote economy and efficiency, resort to any of the alternative methods of procurement provided in this Rule. In all instances, the Procuring Entity shall ensure that the most advantageous price for the Government is obtained;

**WHEREAS**, the Bids and Awards committee was authorized to resort to Alternative Methods of Procurement in accordance with the provisions of Section 53.10 of the 2016 Revised IRR of RA 9184 (updated as of 01 September 2022);

**WHEREAS**, the Bids and Awards Committee recommends that the Procurement of **Lease of Venue for the conduct of Division FY 2022 Year-End Employee Performance on December 16-17, 2022** will be conducted through "Shopping";


**NOW, THEREFORE**, We, the Members of the Bids and Awards Committee, hereby RESOLVE as it is hereby RESOLVED to conduct an Alternative Method of Procurement for this project.

**BAC RESOLUTION REQUESTING FOR THE APPROVAL ON  
 THE USE OF ALTERNATIVE METHOD OF PROCUREMENT  
 RESOLUTION NO. 2022-11-129 Date: November 15, 2022**

  
**ATTY. KAREN M. SALIMO**  
 Member

**LOU C. PANALIGAN**  
 Member

**MARIO B. MARAMOT**  
 Member

  
**DAVID M. NUAY**  
 Member

  
**NICOLAS M. BURGOS**  
 Vice-Chairperson

  
**NADINE C. CELINDRO**  
 Chairperson

APPROVED:  
  
**MERTHEL M. EVARDOME, CESO V**  
 Head of Procuring Entity

DEPEDBATS-BAC-F-037/R1/11-22-2021





Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF BATANGAS

**NOTICE OF AWARD  
(AMP)**

November 22, 2022

**MS. MARIAN D. SALVADOR**

Account Executive  
Club Balai Isabel Inc.  
Banga, Talisay, Batangas

Dear Ms. Salvador:

We are very pleased to inform you that we have considered your proposal for the **Lease of Venue for the conduct of Division FY 2022 Year-End Employee Performance on December 16-17, 2022** with **PR No. 2022-11-129** in the amount of Seven Hundred Sixty-Seven Thousand Nine Hundred Ninety-Nine Pesos and 48/100 (P 767,999.48) only as corrected and modified in accordance with the Instruction to Bidders are hereby accepted.

You are hereby required to submit necessary documents upon receipt of this Notice of Award.

Very truly yours,

**MERTHEL M. EVARDOME, CESO V**  
Head of Procuring Entity

11/23/22  
MARIAN D. SALVADOR

DEPEDBATS-BAC-F-025/R4/11-22-2021



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City  
☎(043)722-1840 / 722-1796 / 722-1437 / 722-2675 / 722-1662  
✉deped.batangas@deped.gov.ph  
🌐www.depedbatangas.org

## SEND BILL EVENT CONTRACT

November 24, 2022

**MERTHEL M. EVARDOME, CESO V**  
Schools Division Superintendent  
DepEd Division of Batangas  
Provincial Sports Complex,  
Bolbok, Batangas City  
[bac.sdobatangas@deped.gov.ph](mailto:bac.sdobatangas@deped.gov.ph)

**SUBJECT: Contract for DepEd Batangas Division FY 2022 Year-End Employee Performance  
on December 16-17, 2022**

Dear **Dr. Evardome**:

Thank you for choosing Club Balai Isabel for your event!

We are honored to host your **Company Event**. The Club Balai Isabel Team is committed for its successful implementation.

The event specifications as well detailed terms and conditions follow for our common reference:

1. **Event Date (s): December 16-17, 2022**
2. **Event Venue/s and Meal/s**

Meal/s or Activities	Venues	Venues
	Day 1	Day 2
Breakfast		192 PAX
AM Snack	192 PAX	192 PAX
Lunch	192 PAX	192 PAX
PM Snack	192 PAX	192 PAX
Dinner	192 PAX	

### 3. Event Package Price

Event Package Price	
<p><b>ROOM CHARGES:</b></p> <p><b>2 Units of Lakefront Family Room</b> Regular Capacity: 2</p> <p><b>6 Units of Family Room with loft</b> Maximum Capacity: 6 Extra 1 beds per room</p> <p><b>5 Units of Standard Room</b> Maximum Capacity: 4</p> <p><b>9 Units of Superior Family Room</b> Maximum Capacity: 7 Extra 1 beds per room</p> <p><b>4 Units of Superior One Bedroom</b> Maximum Capacity: 8 Extra 2 beds per room</p> <p><b>1 Unit of Apartment with loft</b> Maximum Capacity: 12 Extra 3 beds</p> <p style="text-align: center;"><i>Check in 2:00 PM (Hotel) Check in 3:00 PM (Residences) Check out: 12:00 NN</i></p>	<p><b>PHP 226,782.48</b> <i>(WITH CORPORATE DISCOUNT)</i></p>
<p><b>MEALS / VENUE: (192 PAX)</b></p> <p><b>Day 1</b></p> <ul style="list-style-type: none"> <li>- AM Snack</li> <li>- Lunch</li> <li>- PM Snack</li> <li>- Dinner</li> </ul> <p><b>Day 2</b></p> <ul style="list-style-type: none"> <li>- Breakfast</li> <li>- AM Snack</li> <li>- Lunch</li> <li>- PM Snack</li> </ul> <p style="text-align: center;"><b>Managed Buffet Serving w/ 1 Round of Beverage</b></p>	<p><b>PHP 541,217.00</b> <i>(WITH CORPORATE DISCOUNT)</i></p>

<p>Indoor Function Hall (192 PAX) <b>Regular rate: Php 60,000.00/day</b></p> <p>Inclusive of <b>Coffee, Water</b>, Basic Sound System &amp; LCD Projector.</p>	<p><b>PHP 60,000.00</b></p> <p><b>WAIVED</b></p>
<p><b>PACKAGE INCLUSIONS:</b></p> <ul style="list-style-type: none"> <li>• <b>Check-in venue</b> for group arrivals</li> <li>• Use of our 2 <b>Swimming pools (Kumintang Mega Pool &amp; Terraza Infinity Pool)</b> - (Operating Hours 8am-10pm)</li> <li>• Use of <b>Basketball / Volleyball / Tennis / Badminton Courts</b> upon availability – Free for 1 HR during Daytime, regular rate in excess (100 / hr. Daytime) / (500 / hr. Night time) - (Date: _____ Time: _____)</li> <li>• Free use of <b>Billiard Table &amp; Darts</b> for 1 HR; regular rate in excess (100 / hr. Daytime) - (Date: _____ Time: _____)</li> <li>• Use of our <b>Obstacle Course (Balikatan Camp)</b> for physical activities – Time Specific Reservation – (Date: _____ Time: _____)</li> <li>• Use of our <b>Open Field Areas</b> inside the resort for outdoor physical activities upon availability.</li> <li>• Inclusive of <b>Coffee, Water, Basic Sound System &amp; LCD Projector.</b></li> <li>• Rates are inclusive of government tax and service charge</li> <li>• All clients are subject to corkage fee &amp; room service fees.</li> </ul>	
<p><b>Total Event Package Price/ Contract Amount</b></p>	<p><b>PHP 767,999.48</b></p>
<p><b>Note:</b> The above rates are inclusive of government taxes. Government taxes and municipality fees are subject to change without prior notice.</p>	

#### 4. Payment Terms (For Send Bill Accounts)

Percentage of the Contract Price	Due On
Total Amount Due	1-30 days after the event
Total Amount Due plus 1.5% interest	31-45 days after the event
Total Amount Due plus 3.0% interest	46-60 days after the event

In case the account was not paid within 60 days, a Demand Letter together with the updated Statement of Account will be forwarded to the office of delinquent account.

### 5. Payment Options

- ( ) Cash,
- ( ) Credit Card or
- ( ) Check subject to three working (3) days clearing.

Payments may be deposited to:

Account Name	Name of Bank	Branch	Account No.
Club Balai Isabel, Inc.	Banco de Oro (BDO)	Rockwell	2340179315

Please advise us as soon as payment is made through our bank by sending us a faxed copy of your deposit slip to (02) 897.0229 / (043) 728.0307.

### Other Terms and Conditions:

1. The CLIENT shall pay any incidental and other additional charges incurred during the function over and above the contract price after the function or upon check-out of the group. The CLIENT may pay either in cash or through credit card acceptable to the RESORT.
2. Bills and other expenses incurred during the function which are not part of the package shall be charged to the individual guest on his/her personal account and must be paid upon consumption. All charge shall be included in the CLIENT master folio for inclusion in the billing statement.
3. Any loss or damage in the hotel's or resort's property during the use thereof by the CLIENT or the guests of the CLIENT shall be charged to and paid by the CLIENT immediately or upon check-out or the same shall be included in the master folio of the CLIENT.
4. For purposes of signing the charges (i.e., incidental food and beverage, rooms and other charges ), the CLIENT hereby designates the following authorized signatories with their specimen signatures:

Names	Specimen Signatures
Ms. Nadine C. Celindro	

5. **Cancellation Charges:** If cancellation is made within thirty (30) days after contract signing and not less than one hundred twenty (120) days before the event, there will be no cancellation charges. However, Club Balai Isabel will charge a portion of the contract price for cancellations made as follows:

Number of days before the Event	Percentage of the Contract Price to be Charged
60 Days	60%
30 Days	80%
7 Days	90%
3 Days	100%

6. The RESORT shall generally accept an unforeseen increase in the number of guest's equivalent to only ten percent (10%) of the original guaranteed number of persons as indicated by the client. In cases where the resort may accept an increase over ten percent (10%), menus to be served shall be on Chef's Discretion.
7. **Standard check-in time is 2:00 PM (Hotel Rooms) / 3:00 PM (Villas & Suites) and check-out time is 12:00 NOON. Any extension will be charged an additional 50% of the Published Room Rate.**
8. In cases of unforeseen events or those beyond the control of the RESORT, the RESORT shall have the right to substitute, with or without notice, the function venue/space, the menu and the other amenities, as may be required under the circumstances.
9. The CLIENT assumes full responsibility for any and all damages, which may be caused by his/her guests and other invitees whether within the function space, or any part of the RESORT, without prejudice to the right of the CLIENT to seek reimbursement from the erring guests/invitees.
10. **Left Over Food** - The RESORT does not give any assurance or guaranty as regards the quality or freshness of the food served and were left over by the guests after the specified meal service period and/or after the end of the function. In this regard, the CLIENT knows that the RESORT does not encourage its guest to take out from the function any "left-over" food. The CLIENT, therefore, assumes full responsibility and holds the RESORT free from any and all liability arising out of the "left over" food taken out but should be accompanied by a "WAIVER" specifying that the RESORT should not be liable for any food poisoning, discomfort, damages or any other causes that may seem unfavorable to the CLIENT.

**Note:** We will be holding your reservation request **48 hours** from **November 24, 2022**.

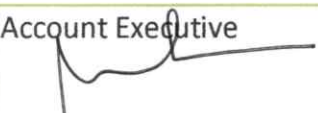
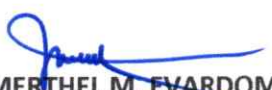
Should we receive the signed contract later than the **26<sup>th</sup> of November, 2022**, the facilities offered in this letter may no longer be available as other guests would already have signed contracts & availed of them earlier. In such cases:

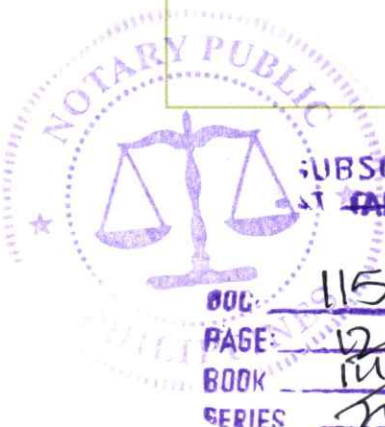
- Function Room – if that offered is no longer available, a bigger one may be provided but additional charge may be incurred.
- Guest Rooms – if those offered are no longer available and rooms with higher costs are given, upgrade fee will be applied.  
However, best efforts will be exerted to provide rooms of the same size and cost.
- Banquet Requirements – All meals / menu choices will be under our Chef's Discretion.
- Outdoor Team Building Activities – Time specific reservation slot will be subject to availability.



11. The RESORT & its personnel shall not be liable for its inability to provide the facilities and services subject to this contract if such inability is due to fortuitous event or *force majeure* such as typhoon, flood, natural calamities, fire, war, workers' strikes or slowdowns, riots, civil disturbances, change of status of the Philippine government, and similar events which could not be foreseen. In such event, the CLIENT shall have the option to reset the date of the function but without any liability on the part of the RESORT to pay the damages or interest.
  
12. The RESORT shall not be liable for damages resulting from physical injuries, death, loss or damage to guests or properties of the CLIENT while at the resort caused directly or indirectly by the CLIENT's other guests, the materials or goods brought – in by the CLIENT or guests of the CLIENT, or by the fortuitous event, force majeure or causes beyond the control of the RESORT.

We look forward to a memorable event!

Conforme: Signature over Printed Name			
For Club Balai Isabel		For the Client	
Account Executive  MARIAN D. SALVADOR	Date	 MERTHEL M. EVARDOME Schools Division Superintendent	
Sales & Marketing Manager  MYRA L. RAFER	Date	 NADINE C. CELINDRO Chairperson, Bids and Awards Committee	
		Funds Available: ₱ 767,999.48 02-10/161-2022-11-7526 11/04/2022  EDAURDA U. ALON Accountant III	



SUBSCRIBED AND SWORN TO BEFORE ME THIS 24 DAY  
OF NOVEMBER 2022  
AT TANAUAN CITY, BATANGAS

Sales Office:  
Isabelle Royale Hotel & Suites  
4343 P. Valdez ST., Makati City, Philippines  
895 7230 \* 897 0229 \* 0906 518 5491

NOV 24 2022  
ATTY. DENNIS MAKATANGAY  
NOTARY PUBLIC  
UNTIL 2024  
PTR. NO. 20162030 CALABARZON  
IBP ILOILO, 01289 IROA, 32428  
Site Office:  
Talisay, Batangas, Philippines  
AGILE, COMP NO. V8029735  
\* 043 728 0307 \* 02 584 4068  
\* 0906 518 5494

Website:  
[www.balaiisabel.com](http://www.balaiisabel.com)  
 ClubBalaiisabel



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF BATANGAS

**NOTICE TO PROCEED  
(AMP)**

November 29, 2022

**MS. MARIAN D. SALVADOR**

Account Executive  
Club Balai Isabel Inc.  
Banga, Talisay, Batangas

Dear Ms. Salvador:

The Notice to Proceed is hereby given to Club Balai Isabel Inc. that work may commence on the date this NTP was received, the **Lease of Venue for the conduct of Division FY 2022 Year-End Employee Performance on December 16-17, 2022** with **PR No. 2022-11-129** in the amount of Seven Hundred Sixty-Seven Thousand Nine Hundred Ninety-Nine Pesos and 48/100 (P 767,999.48) only.

Upon receipt of this notice, you are responsible in performing the services under the terms and conditions of the agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the DepEd Division Office, Batangas Provincial Sports Complex, Bolbok, Batangas City.


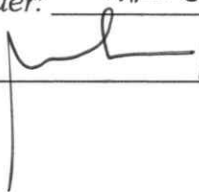
Very truly yours,

  
**MERTHEL M. EVARDOME, CESO V**  
Head of Procuring Entity

I acknowledge receipt of this Notice on \_\_\_\_\_

Name of the Representative of Bidder: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

 12/2/22  
Name of the Representative of Bidder: MARIAN D. SALVADOR  
Authorized Signature: 

DEPEDBATS-BAC-F-026/R4/11-22-2021



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City  
☎ (043)722-1840 / 722-1796 / 722-1437 / 722-2675 / 722-1662  
✉ deped.batangas@deped.gov.ph  
🌐 www.depedbatangas.org



## Award Notice Abstract (Ref No.: 4444257)

Status: Updated

<p><b>Reference Number:</b> 9234740</p> <p><b>Control Number:</b> PR No. 2022-11-129</p> <p><b>Bid Notice Title:</b> PR No. 2022-11-129- Lease of Venue for the conduct of Division FY 2022 Year-End Employee Performance on December16-17, 2022</p> <p><b>Approved Budget:</b> Php768,000.00</p> <p><b>Procurement Mode:</b> Shopping</p> <p><b>Classification:</b> Goods</p> <p><b>Category:</b> Lease and Rental of Property or Building</p> <p><b>Applicable Procurement Rules:</b> Implementing Rules and Regulations</p> <p><b>Funding Source:</b> Government of the Philippines (GOP)</p> <p><b>Funding Instrument:</b> General Appropriations Act</p> <p><b>Area of Delivery:</b> Batangas</p> <p><b>Delivery Period:</b> 2 Day/s</p> <p><b>Contact Person:</b> Rey Alexis Malabanan</p> <p><b>Created By:</b> Rey Alexis Malabanan</p>	<p align="center"><b>DEPARTMENT OF EDUCATION - DIVISION OF BATANGAS</b> Provincial Sports Complex Compound, Bolbok Batangas City Batangas, Region IV-A, Philippines</p> <p align="center"><b>PR No. 2022-11-129 Lease of Venue for the conduct</b></p> <p><b>Awardee :</b> CLUB BALAI ISABEL INC. <b>Address :</b> Brgy. Banga Talisay Batangas, Region IV-A, Philippines</p> <p><b>Contact Person :</b> Gemma L Mendonis <b>Designation :</b> Finance Director</p> <table border="1"> <thead> <tr> <th align="left" colspan="3">Line Item</th> </tr> <tr> <th align="left">#</th> <th align="left">Product/Service/Project Name</th> <th align="left">Budget</th> </tr> </thead> <tbody> <tr> <td align="center">1</td> <td>PR No. 2022-11-129 Lease of Venue for the conduct, PR No. 2022-11-129 Lease of Venue for the conduct of Division FY 2022 Year-End Employee Performance on December16-17, 2022, 90110000, 1, Lot</td> <td>Php768,000.00</td> </tr> </tbody> </table> <p><b>Reason for Award :</b> Lowest Calculated Responsive Bid</p>	Line Item			#	Product/Service/Project Name	Budget	1	PR No. 2022-11-129 Lease of Venue for the conduct, PR No. 2022-11-129 Lease of Venue for the conduct of Division FY 2022 Year-End Employee Performance on December16-17, 2022, 90110000, 1, Lot	Php768,000.00	<p><b>Award Type:</b> Award Notice</p> <p><b>Contract Amount:</b> Php767,999.48</p> <p><b>Award Date:</b> 23-Nov-2022</p> <p><b>Publish Date:</b> 10-Oct-2023</p> <p><b>Date Last Updated:</b> 10-Oct-2023</p> <p><b>Contract Number:</b> PR No. 2022-11-129</p> <p><b>Proceed Date:</b> 02-Dec-2022</p> <p><b>Contract Effectivity Date:</b> 16-Dec-2022</p> <p><b>Contract End Date:</b> 17-Dec-2022</p> <p><b>Created By:</b> Rey Alexis L. Malabanan</p> <p><b>Date Created:</b> 09-Oct-2023</p> <p><b>Approver:</b> Rey Alexis L. Malabanan</p> <p><b>View Documents:</b> 4</p>
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