



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
**LOCAL GOVERNANCE REGIONAL RESOURCE CENTER 1**

**Regional Office I**  
Aguila Rd., Sevilla, San Fernando City, La Union  
[www.region1.dilg.gov.ph](http://www.region1.dilg.gov.ph)

## NOTICE OF AWARD

May 15, 2024

**REYNALYN BALANON-ALMOJUELA**

Authorized Representative  
Ynad's Place Hotel and Resort Inc.  
By-Pass Road Barangay Namtutan,  
City of San Fernando, La Union

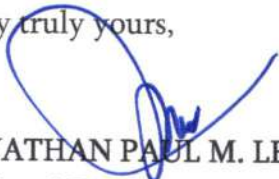
**Dear Ms. Almojuela:**

We are pleased to inform you that your quotation amounting to **Hundred Eight Thousand One Hundred Pesos Only (Php 145,800.00)** for the **Procurement of Meals and Accommodations for the Conduct of Regional Institutional Development Support (RIDS) Program-Collaboration Consultation for Enhancing LGU Capacity on CLUP Formulation** to be held on **May 23, 2024** at **Ynad's Place Hotel and Resort, Inc., By-Pass Road Barangay Namtutan, City of San Fernando, La Union** has been determined to be the **Single Calculated and Responsive Bid (SCRB)**.


You are hereby required to formally enter into contract with us upon receipt of this Notice.

We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligation.

Very truly yours,

  
**JONATHAN PAUL M. LEUSEN, JR., CESO III**  
Regional Director, DILG 1 and  
Head of Procuring Entity

**CONFORME:**

  
**REYNALYN BALANON-ALMOJUELA**  
Authorized Representative  
Ynad's Place Hotel and Resort Inc.  
By-Pass Road Barangay Namtutan,  
City of San Fernando, La Union



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**NOTICE TO PROCEED**

May 17, 2024

**REYNALYN BALANON-ALMOJUELA**

Authorized Representative  
Ynad's Place Hotel and Resort Inc.  
By-Pass Road Barangay Namtutan,  
City of San Fernando, La Union

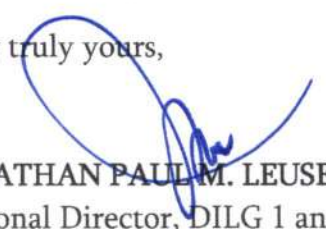
**Dear Ms. Almojuela:**

With the attached **CONTRACT OF SERVICES** having been approved, you are hereby notified to provide **Meals and accommodations for the Conduct of Regional Institutional Development Support (RIDS) Program-Collaboration Consultation for Enhancing LGU Capacity on CLUP Formulation** on **May 23, 2024** at **Ynad's Place Hotel and Resort, Inc., By-Pass Road Barangay Namtutan, City of San Fernando, La Union.**


Likewise, you are responsible for performing the required services under the terms and conditions of the Contract of Services, and your submitted quotation/proposal.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Keep one copy and return the other copy to the DILG Regional Office 1, c/o BAC Secretariat, City of San Fernando, La Union.

Very truly yours,

  
**JONATHAN PAUL M. LEUSEN, JR., CESO III**  
Regional Director, DILG 1 and  
Head of Procuring Entity

**RECEIVED BY:**

  
**REYNALYN BALANON-ALMOJUELA**  
Authorized Representative  
Ynad's Place Hotel and Resort Inc.  
By-Pass Road Barangay Namtutan,  
City of San Fernando, La Union

REPUBLIC OF THE PHILIPPINES)

PROVINCE OF LA UNION  
SAN FERNANDO CITY

## CONTRACT OF SERVICES

KNOW ALL MEN BY THESE PRESENTS:

This **CONTRACT OF SERVICE** is made and entered into this 16th day of May 2024 in the City of San Fernando, La Union, Philippines, by and between

The **DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT REGIONAL OFFICE 1**, represented herein by **JONATHAN PAUL M. LEUSEN, JR., CESO III - Regional Director**, with office and postal address at Aguila Road, Sevilla Norte, City of San Fernando, La Union 2500, herein referred to as the **First Party**

- and -

The **YNAD'S PLACE HOTEL AND RESORT, INC.**, represented herein by **REYNALYN BALANON-ALMOJUELA** with office address at By-Pass Road Barangay Namtutan, City of San Fernando, La Union, herein referred to as the **Second Party**.

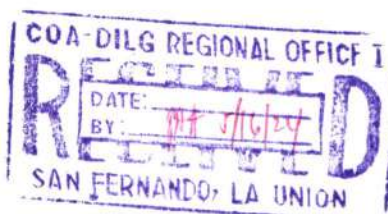
## WITNESSETH:

WHEREAS, the **FIRST PARTY** will conduct a **one (1) day** activity entitled "**Conduct of Regional Institutional Development Support (RIDS) Program-Collaboration Consultation for Enhancing LGU Capacity on CLUP Formulation on May 23, 2024**" at **Ynad's Place Hotel and Resort, Inc., By-Pass Road Barangay Namtutan, City of San Fernando, La Union**;

WHEREAS, the **SECOND PARTY** has the capability of providing food and accommodation for the conduct of the above-mentioned activity at reasonable cost;

NOW, THEREFORE, for and inconsideration of the foregoing premises the parties hereto agree on the contents of this Contract to wit:

1. THAT the **SECOND PARTY** agrees and binds itself to the **FIRST PARTY** to provide food and accommodation for the participants who will attend the "**Conduct of Regional Institutional Development Support (RIDS) Program-Collaboration Consultation for Enhancing LGU Capacity on CLUP Formulation**" to be held on **May 23, 2024** at **Ynad's Place Hotel and Resort, Inc., By-Pass Road Barangay Namtutan, City of San Fernando, La Union**, with the contract package of **ONE HUNDRED FORTY FIVE THOUSAND EIGHT HUNDRED PESOS ONLY (Php 145,800.00)** as indicated in the approved activity design subject to the qualification that only the actual cost/billing of the **SECOND PARTY** shall be paid by the **FIRST PARTY** as appearing in the Statement of Account;
2. THAT this Contract of Services shall be guaranteed for a minimum of 75% of the total number of participants. If attendance is above minimum, the **SECOND PARTY** shall provide food and accommodation at the same rate for the additional participants;





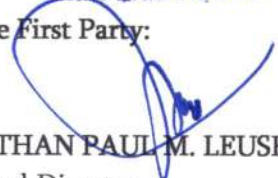

Proposed Schedule	Activity	No. of Day	No. of Participants	Amount
May 23, 2024	Conduct of Regional Institutional Development Support (RIDS) Program-Collaboration Consultation for Enhancing LGU Capacity on CLUP Formulation	1	Day 0 - 54 pax (Accom )	Php 59,400.00
			54 pax (Dinner)	24,300.00
			Day 1 - 54 pax (Breakfast, AM Snack, Lunch, and PM Snack)	62,100.00
			TOTAL	Php 145,800.00

3. In case of the unforeseen incidental expenses incurred by the **FIRST PARTY**, the **FIRST PARTY** shall pay the **SECOND PARTY** the amount corresponding to it;
4. **THAT** if the total number of participants exceed the foregoing guaranteed minimum number of participants, the **FIRST PARTY** shall pay the **SECOND PARTY** additional charges which shall be based on the actual number of participants at the indicated rate per person as indicated in Item #2 of this contract;
5. **THAT** the payment of the amount due and payable under this contract and the conduct of this activity is based on the approved and signed program/activity design subject to the usual government accounting and auditing rules and regulations;
6. **THAT** the **SECOND PARTY** guarantees to provide safe and clean food for the said activity to be conducted by the **FIRST PARTY**, and the latter reserves the right to question any action of, or institute any appropriate action in a proper proceeding against the former for any injury the **FIRST PARTY** may sustain resulting from any harmful or contaminated food served by the **SECOND PARTY**;
7. **THAT** in case the **SECOND PARTY** failed to effect deliveries of what is stipulated herein, without any fault on the part of the **FIRST PARTY**, or was not due to fortuitous event, the contract will be automatically rescinded without going to court and the **FIRST PARTY** shall be freed from any liability to the **SECOND PARTY**;
8. **THAT** this contract shall be binding and may be cancelled/terminated at the option of either party upon prior written notice at least five (5) days before the commencement of the activity;
9. **THAT** this Contract shall take effect upon signing of both parties concerned.


IN WITNESS WHEREOF, the parties hereto and do hereby sign this document at

\_\_\_\_\_  
 PROVINCE OF LA UNIV  
 SAN FERNANDO CITY  
 Philippines this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

For the First Party:

  
**JONATHAN PAUL M. LEUSEN, JR., CESO III**  
 Regional Director  
 DEPARTMENT OF THE INTERIOR AND  
 LOCAL GOVERNMENT- REGION I 

For the Second Party:

  
**REYNALYN BALANON-ALMOJUELA**  
 Authorized Representative  
 YNAD'S PLACE HOTEL AND RESORT INC.

Witness:

\_\_\_\_\_

Witness:

\_\_\_\_\_ 

CERTIFIED FUNDS AVAILABLE:

CHRISTINE JOY F. CASUGA  
Acct. III / Regional Accountant

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)  
PROVINCE OF LA UNION  
SAN FERNANDO CITY

BEFORE ME, a Notary Public for and in PROVINCE OF LA UNION SAN FERNANDO CITY, this 16 MAY 2024, personally appeared

JONATHAN PAUL M. LEUSEN, JR., CESO III

TIN: \_\_\_\_\_

REYNALYN BALANON-ALMOJUELA

TIN: \_\_\_\_\_

known to me as the same persons who executed the foregoing instrument and they further acknowledged to me that the same is their free and voluntary act and deed as well as that of the entities they respectively represent herein.

This agreement consisting of three (3) pages including this page where this acknowledgement is written, signed by said officials and their instrumental witnesses on each and every page thereof, refers to as CONTRACT for the purpose herein set forth.

WITNESS MY OFFICIAL SEAL and SIGNATURE, on the date and place above- written.

Doc. No. 144  
Page No. 29  
Book No. VII  
Series of 2024

ATTY. JEMMILYN E. PADILLA RMT  
Notary Public for City of San Fernando, La Union  
ANC No. 113-2023 valid until December 31, 2024  
Roll of Attorney's No. 84224  
IBP O.R. No. 328805; 12-15-2023 LA UNION CHAPTER  
TR No. 2408833; 01-02-2024; San Fernando City, La Union  
MCE Compliance No. VIII - S0001870  
(63) 0927-308-9920 padillajemmilyn@gmail.com





Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
**BIDS AND AWARDS COMMITTEE**  
**Regional Office I**

Aguila Road, Sevilla, City of San Fernando, La Union  
[www.region1.dilg.gov.ph](http://www.region1.dilg.gov.ph)

**BIDS AND AWARDS COMMITTEE (BAC)**  
**Resolution No. 2024-24**

**DECLARING THE SINGLE CALCULATED AND RESPONSIVE BID (SCRB) AND RECOMMENDING THE SAME TO THE HOPE TO AWARD THE CONTRACT FOR THE LEASE OF VENUE AND HOTEL ACCOMMODATION INCLUSIVE OF MEALS AND SNACKS FOR THE CONDUCT OF REGIONAL INSTITUTIONAL DEVELOPMENT SUPPORT (RIDS) PROGRAM COLLABORATION CONSULTATION FOR ENHANCING LGU CAPACITY ON CLUP FORMULATION**

WHEREAS, the Bids and Awards Committee (BAC) of the DILG Regional Office 1 adheres to the principles of transparency and competitiveness as mandated under RA 9184 otherwise known as "Government Procurement Reform Act" and its Revised Implementing Rules and Regulations;

WHEREAS, the Procuring Entity intends to Lease a Venue and Hotel Accommodation inclusive of Meals and Snacks for the conduct of **CONDUCT OF REGIONAL INSTITUTIONAL DEVELOPMENT SUPPORT (RIDS) PROGRAM COLLABORATION CONSULTATION FOR ENHANCING LGU CAPACITY ON CLUP FORMULATION on May 23, 2024** with an Approved Budget for the Contract (ABC) of **One Hundred Sixty-Two Thousand Pesos (PhP 162,000.00)**;

WHEREAS, the BAC implemented the procedures prescribed for the Negotiated Procurement - Lease of Real Property and Venue for the aforesaid activity under Section 53.10 of the Revised Implementing Rules and Regulations of Republic Act No. 9184;

WHEREAS, the BAC scheduled the opening of bids on May 14, 2024, 02:01 PM, with three (3) prospective Service Providers, namely: 1) Ynad's Place Hotel and Restaurant, 2) Ciabel Hotel and Fitness Center, and 3) Thunderbird Hotel and Resort. However, only Ynad's Place Hotel and Restaurant has submitted complete eligibility requirements with a total bid proposal of One Hundred Forty-Five Thousand Eight Hundred Pesos (PhP 145,800.00);

WHEREAS, after a thorough review and evaluation of the BAC assisted by the Technical Working Group, YNAD'S PLACE HOTEL AND RESTAURANT was determined to be responsive to the technical requirements having obtained an overall rating of 99.5% which is above the DILG R1- the prescribed passing rate of 85% for the lease of venue;

NOW THEREFORE, WE, the BAC Members, RESOLVE, as it is hereby RESOLVED:

- a) To declare Ynad's Place Hotel and Restaurant as the Single Calculated and Responsive Bidder (SCRB) with a bid amount of **One Hundred Forty-Five Thousand Eight Hundred Pesos (PhP 145,800.00)**;
- b) To recommend to the HOPE the approval of this recommendation and to **award the Contract for Lease of Venue to the SCR.B**.

RESOLVED, further that the **Local Government Monitoring and Evaluation Division** as End-User, be furnished a copy of this Resolution for its reference and appropriate action.

ADOPTED: DILG Regional Office 1. May 14, 2024, at the DILG R1 Annex Building.

Certified Correct by:

**JULIANN B. QUILATES**  
 Head, BAC Secretariat

Attested by:

**RHODORA G. SORIANO**  
 BAC Member

**LILY-ANNE Z. VICTORIO**  
 BAC Member

**ATTY. CHESTER S. CAYABAS-DIWAS**  
 BAC Member

**BENEDICTA M. BARNACHEA**  
 BAC Vice-Chairperson

**PEDRO D. GONZALES**  
 BAC Chairperson

**LESLIE CAROL L. ISIP**  
 BAC Member

**ALDRIN D. NOLASCO**  
 End-User

APPROVED/DISAPPROVED:

**JONATHAN PAUL M. LEISEN, JR., CESO III**  
 Regional Director/ HoPE