

Date: 5-15-2023

om the Desk of:

ATTY. JORDAN P. FALCES

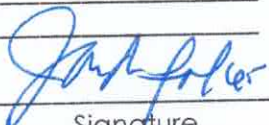
Attorney III

O: _____

- ☐ For Appropriate Action
- ☐ For Comments
- ☐ For Review and Recommendation
- ☐ For Information/File
- ☐ Draft Response
- ☐ For Discussion/Provide Feedback
- ☐ For File

emarks:

Late Contract


Signature



Republic of the Philippines
Department of Health
CENTER FOR HEALTH DEVELOPMENT-I

BOARD AND LODGING CONTRACT

KNOW ALL MEN BY THESE PRESENTS:

This Venue Rental Contract is made and executed by and between:

DEPARTMENT OF HEALTH CENTER FOR HEALTH DEVELOPMENT - I, a government agency created and existing under the laws of the Republic of the Philippines with office address at McArthur Highway, Brgy. Parian, City of San Fernando, La Union, represented herein by its Director IV, **PAULA PAZ M. SYDIONGCO, MD, MPH, MBA, CESO IV**, hereinafter referred to as the **"First Party"**

-and-

METRO VIGAN INN/FESTIVE VENTURES & TRAVEL MANAGEMENT CORPORATION, with business address at Bayubay Norte, San Vicente, Metro Vigan, Ilocos Sur, represented herein by its Operations Manager, **MR. VILLAMOR P. COCOS**, hereinafter referred to as the **"Second Party"**.

WITNESSETH:

WHEREAS, the First Party will conduct the **Coordination Meeting for Healthy Learning Institution at Provincial Health Office, Ilocos Sur on March 16, 17 and 18, 2023;**

WHEREAS, the First Party is in need of hotel accommodation to provide board and lodging for five (5) participants during the said activity;

WHEREAS, the Second Party offers its services to the First Party and the latter accepts the same;

NOW THEREFORE, for and in consideration of the above premises the First Party and the Second Party do hereby agree as follows:

1. The **Second Party** shall provide board and lodging accommodation (inclusive of meals and snacks) and venue for the said activity;
2. The participants will check in on **March 16, 2023** and will check out on **March 18, 2023**.
3. The **Second Party** hereby ensures the security and safety of the participants and their belongings brought to the hotel premises.
4. The **Second Party** shall be held liable for any loss or damages suffered by the participants within the hotel premises attributable to the fault or negligence of the Second Party and its agents or representative during the activity up to the time the participants check out of the hotel.
5. The **Second Party** ensures that at least 50% of the total rice volume served during the activity is brown rice.
6. The **Second Party** shall provide the Statement of Account to the First Party within two (2) weeks after the conduct of the aforementioned activity.
7. The **First Party** shall pay in check to the Second Party the total amount of **Eighteen Thousand Pesos (P18,000.00)** subject to accounting and auditing rules and regulations.

IN WITNESS WHEREOF, the parties have signed this Contract this _____ day of _____, at the City of San Fernando, La Union.

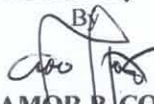
**DEPARTMENT OF HEALTH
CENTER FOR HEALTH DEVELOPMENT - I**

First Party
By

PAULA PAZ M. SYDIONGCO, MD, MPH, MBA, CESO IV
Director IV

**METRO VIGAN INN/FESTIVE VENTURES &
TRAVEL MANAGEMENT CORPORATION**

Second Party

By

VILLAMOR P. COCOS
Shift Manager

SIGNED IN THE PRESENCE OF:

Witness for the 1st Party

Witness for the 2nd Party

FUNDS AVAILABLE:

ERLINDA S. MONTEMAYOR, CPA
Accountant III



Republic of the Philippines
Department of Health
CENTER FOR HEALTH DEVELOPMENT-I

May 11, 2023


JUSTIFICATION

This is to provide justification for PR No. 23 -03- 0525 dated March 09, 2023 for the catering services during the **Coordination Meeting** of Health Promotion Framework Strategy and Healthy Learning Institution on March 16, 17 and 18, 2023 in Metro Vigan Hotel, Brgy. Bayubay Norte, San Vicente, Vigan City, Ilocos Sur.


Due to unavailability of resource speakers, revisions was made on the date of the above-mentioned activity which was supposed to be conducted on March 16-17, 2023, but later on became March 16-18, 2023, the processing of the said Purchase Request was delayed.

Your consideration is highly appreciated.

Prepared by:

 5/11/23
CHERYL D. BUHONG, MD, MPM
Medical Officer III

Recommending Approval:


JIMUEL S. CARDENAS, MD, MHA
Chief, Local Health Support Division

Approved by:


PAULA PAZ M. SYDIONGCO, MD, MPH, MBA, CESO IV
Director IV

PURCHASE REQUEST

BC 2023-03-0464

| Entity Name: CENTER FOR HEALTH DEVELOPMENT - I | | | Fund Cluster: | | |
|---|--|--------------------------|---|-----------------------------|------------|
| Office/Unit: | Purchase Request No: <u>23-03-0535</u> | | | Date: <u>March 10, 2023</u> | |
| Responsibility Center Code: | | | | | |
| Stock/ Property No. | Unit | Item Description | Quantity | Unit Cost | Total Cost |
| | pax | Board and Lodging | | | |
| | | 3 days and 2 nights | | | - |
| | | March 16-17,2023 | 5 | 1,800.00 | 9,000.00 |
| | | March 17-18,2023 | 5 | 1,800.00 | 9,000.00 |
| | | | | | - |
| | | | | | - |
| | | | | | - |
| | | | | | - |
| | | | | | - |
| | | | | | - |
| Source of Fund: <u>Health Fund</u> | | | | | 18,000.00 |
| TOTAL | | | | | 18,000.00 |
| Purpose: For the use during the Coordination Meeting For Healthy Learning Institution at Provincial Health Office, Ilocos Sur on March 16,17 and 18,2023. | | | | | |
| Requested by: | | | Approved by: | | |
| Signature: <u>JIMUEL S. CARDENAS, MD, MHA</u> | | | Signature: <u>PAULA PAZ M. SYDIONGCO, MD, MPH, MBA, CESO IV</u> | | |
| Designation: <u>LHSD, Chief</u> | | | Designation: <u>Director IV</u> | | |

Accountable Officer:
Raymark Perras
 HEPO II

| Clearance (for the ff. if applicable) | Signature/Initial | Date |
|---|-------------------|----------------|
| Procurement | <u>AS</u> | <u>7.12.23</u> |
| Warehouse (Office Supplies) | | |
| Pharmacy and Therapeutics Committee (Drugs & Medicines) | | |
| HEPU (IEC & other promotional materials) | | |
| DIVISION CHIEF (Venue Rental and Catering Services) | | |
| HRDU (Board & Lodging) | <u>9</u> | <u>3/10/23</u> |
| HFEP (Medical/Dental/Hospital/Laboratory Equipment & Infra) | | |
| ICT (IT Supplies and Equipment) | | |
| GSS (Van Rental) | | |
| Budget (Availability of Funds) | | |



PAULA PAZ M. SYDIONGCO
 ADMIN. OFFICER IV
 3-10

ALTERNATIVE METHOD OF PROCUREMENT

PR#

NEGOTIATED PROCUREMENT

| | PUBLIC BIDDING | Direct Contracting | REPEAT ORDER | SHOPPING | TWO FAILED BIDDINGS | EMERGENCY CASES | TAKE-OVER OF CONTRACTS | ADJACENT / CONTIGUOUS | AGENCY TO AGENCY | SCIENTIFIC, SCHOLARLY OR ARTISTIC WORK, EXCLUSIVE TECHNOLOGY AND MEDIA SERVICES | HIGHLY TECHNICAL CONSULTANT | SMALL VALUE OF PROCUREMENT | LEASE OF REAL PROPERTY OR VENUE | DIRECT RETAIL PURCHASE OF PETROLEUM FUEL, OIL AND LUBRICANT (POL) PRODUCTS, AIRLINE TICKETS, AND ONLINE SUBSCRIPTIONS |
|-------------------------|----------------|--------------------|--------------|----------|---------------------|-----------------|------------------------|-----------------------|------------------|---|-----------------------------|----------------------------|---------------------------------|---|
| SAC MEMBERS: | | | | | | | | | | | | | | |
| Mr. Edwin V. Moris | | | | | | | | | | | | | | |
| Dr. Jimual S. Cardenas | | | | | | | | | | | | | | |
| Ms. Gudalia M. Te | | | | | | | | | | | | | | |
| Dr. Amelita D. Dumaoang | | | | | | | | | | | | | | |
| Ms. Marites T. Valdez | | | | | | | | | | | | | | |

lease/venue