



December 15, 2017

**NOTICE OF AWARD**

**The Oriental Hotels & Resorts**

Sto. Niño Village, Taysan Hills  
Brgy. Taysan, Legazpi City

Dear **Sir/Madam**:

This is to notify you that your quotation for the rooms and venue accommodations for the conduction of the "13<sup>th</sup> National Medical Writing Workshop & 6<sup>th</sup> Writeshop for Young Researchers" on January 08-09, 2018 in Legazpi City, Albay in the amount of three hundred nine thousand seven hundred ninety four pesos (PhP 309,794.00), is hereby approved.

You are hereby required to abide by to the terms and conditions stipulated in the contract of service for this purpose.

Very truly yours,

**JAIME C. MONTOYA, MD, MSc., PhD, CESO III**  
Executive Director

**BAC Resolution Declaring LCRB and Recommending Approval**

**RESOLUTION NO. 73-17**

**WHEREAS**, the Philippine Council for Health Research and Development (PCHRD) needed rooms and venue (with meals) for the conduction of the "13<sup>th</sup> National Medical Writing Workshop & 6<sup>th</sup> Writeshop for Young Researchers" on January 08-09, 2018, in Legazpi City, Albay with the following accommodation requirements:

- Dinner for 6 PAX (January 06, 2018)
- Function Room
  - for 60 pax
  - one (1) and half day (January 08-09, 2018)
  - Day 1: AM & PM snacks, lunch, & dinner with flowing coffee
  - Day 2: AM & PM snacks, lunch, flowing coffee
  - Room Arrangement: 6 round tables, 10 pax/table
  - with strong wifi connection, air-conditioned room
  - with projector and screen
  - with audio (microphones and speakers)
- 18 Rooms (for Resource Persons and participants)
  - January 06-10, 2018

**WHEREAS**, the requestor/s solicited quotations from three (3) hotels within the vicinity of the event;

**WHEREAS**, the following are the quoted amount of the three (3) hotels:



<b>Name of Hotels</b>	<b>Offered Amount</b>
The Oriental Hotels & Resorts	PhP 309,794.00
Hotel Venezia	187,000.00
Ninong's Hotel	No bid

**WHEREAS**, upon ocular inspection on the above-mentioned hotels, it has been noted that **The Oriental Hotels & Resorts** provide suitable facilities and services for the needed activity;

**NOW**, therefore, we, the members of the Bids and Awards Committee, hereby **RESOLVED** as it is **RESOLVED**;

- a) To declare **The Oriental Hotels & Resorts** as the hotel with the Lowest Calculated and Responsive Offer;
- b) To recommend for approval by the Executive Director of PCHRD the foregoing findings.

RESOLVED, at the PCHRD office this 15<sup>th</sup> day of December, 2017.

  
**ROSELLE L. MARTONITO**  
Chair, BAC  
  
**LUCILA E. ROJA**  
Vice-Chair, BAC

  
**MYLENE B. MARCO**  
BAC member

  
**PEARL KATHLEEN C. TUMLOS**  
BAC member

  
**WILMA I. SANTOS**  
BAC member

  
**BUENALIVIA N. OLATAN**  
BAC member

Approved:

  
**JAIME C. MONTOYA, MD, MSc., PhD, CESO III**  
Executive Director