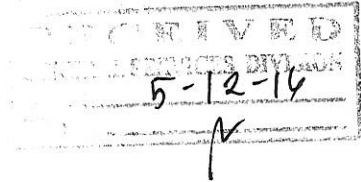




Republic of the Philippines
Department of Finance
Bureau of Customs
1099 Manila



NOTICE OF AWARD

MS. MARIA FE P. DACUAN

Sunlight Guest Hotel, Inc.
3F Unitop Bldg., Malvar St., Brgy. Tagumpay
Puerto Princesa City, Palawan

Dear Ms. Dacuan:

Having complied with all the requirements for the project "Lease of Venue for GFPS Strategic Gender Responsive Planning and Budgeting Meeting and Workshop", we are pleased to inform you that the contract is hereby awarded to your company in the amount of Php. 257,600.00, inclusive of all applicable taxes.

In this regard, we accept the pro-forma contract as the industry practice in compliance with Section 37.2 of the Implementing Rules and Regulations of Republic Act 9184.

Very truly yours,

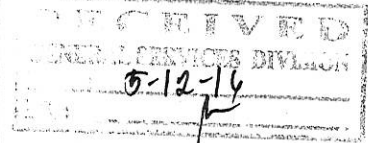


EXEQUIEL C. CEMPRON
OIC, Deputy Commissioner
Internal Administration Group
03 MAY 2016

Received by: MARIA FE P. DACUAN
Date: 5/5/16



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
Manila 1099



NOTICE TO PROCEED

MS. MARIA FE P. DACUAN

Sunlight Guest Hotel, Inc.
3F Unitop Bldg., Malvar St., Brgy. Tagumpay
Puerto Princesa City, Palawan

Dear Ms Dacuan:

The attached Contract having been approved, notice is hereby given to Sunlight Guest Hotel, Inc. that work may commence on the project "Lease of Venue for GFPS Strategic Gender Responsive Planning and Budgeting Meeting and Workshop" effective upon receipt and acceptance of this Notice.


You are responsible for performing the services in coordination with the ITDD under the terms and conditions of the Contract.

Very truly yours:


EXEQUIEL G. CEMPRON
OIC-Deputy Commissioner
Internal Administration Group

03 MAY 2016

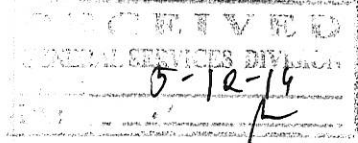
Received by:

Date: 5/5/16  MARIA FE P. DACUAN



May 4, 2016

Exequiel C. Cempron
OIC-Deputy Commissioner
International Administration Group
Bureau of Customs



LIVE IN SEMINAR

May 3-6, 2016
May 4-6, 2016

Dear Sir;

Thank you for highly considering SUNLIGHT GUEST HOTEL as the venue for your forthcoming event. We understand that you expect 56 persons to attend this event and we are pleased to present the following as per your requirements:

GUEST ROOM ARRANGEMENTS

Date	: May 3-4, 2016	
Room Type	: 14 Superior rooms (twin sharing)	
	: Php2, 280.00 x 14 rooms x 1 night	= Php31, 920.00
	: May 4-6, 2016	
	: 28 Superior rooms (twin sharing)	
	: Php2, 280.00 x 28 rooms x 2 nights	= Php127, 680.00
Total Room Charges		Php159, 600.00

BANQUET DETAILS:

Date of Function : May 4-5, 2016
Guaranteed Number of Covers : 56 pax
Venue of Function : Isabelle Hall

Meal Requirements

May 4-5, 2016	: AM snack, Buffet Lunch, PM snack & Buffet Dinner	
	: Php700.00 x 56 persons x 2 days	= Php78,400.00
May 6, 2016	: AM snack & Buffet Lunch	
Rate	: Php350.00 x 56 persons x 1 day	= Php19,600.00
Total Meal Charges		Php 98,000.00

Total Estimated Charges	:	Php257, 600.00
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PACKAGE INCLUSIONS

- *Room Accommodation
- *Complimentary daily buffet breakfast
- *Round trip transfer
- *Welcome drinks
- *Wi-Fi
- *Free use of Sunlight Gym
- *Free use of Isabelle Hall for 8 Hours
- *Basic sound system w/ microphones
- *Free flowing coffee
- *Meals of your specification
- *VAT and mandatory Service Charge
- *Standby staff during the Function

RESERVATION PROCEDURE:

This Banquet offer shall only be confirmed upon signing of this contract. As a package, the guaranteed number of persons as indicated above shall be deemed the minimum that the hotel will charge you even if the actual number of guests shall fall below. Should the number of actual guests exceed 56 covers; we will charge you accordingly based on the actual number of 56 covers. Should you inquire rooms in addition to your banquet requirements, it shall be subject to availability and amendment hereto may be effected.

CANCELLATION

1. Cancellation after signing of this letter shall be subject to 50% cancellation fee based on estimated total charges. Formal letter of cancellation is required.

2. Cancellation due to force majeure including but not limited to typhoon, earthquake, fire and the likes, shall not be subject to cancellation fee but deposits made, shall not be refundable. Hotel, however, may allow the event to be rescheduled within 3 months from the original date of function and shall be subject to availability of the venue.

3. Cancellation letter made or submitted to the hotel less than 3 days before function date, cancellation fee shall be chargeable 100% to you based on estimated total charges whether or not you have made any deposit or partial payment.

BILLING ARRANGEMENT

BUREAU OF CUSTOMS shall provide the following documents covering the details of the services. This event shall only be confirmed and final upon the submission of the required Letter of Authority (LOA)/Allocation of Budget (ALOB)/Certificate of Availability of Funds (CAF) or Purchase Order (PO).

Any additional authorized charges should be covered by signed Amendment Form and Amended Contract. All personal room charges or incidental charges by the participants shall be paid on personal account of the guest upon check-out in cash/credit card.

Payment should be made thirty (30) days upon receipt of the Statement of Account.

For bank deposits, please remit payment to:

BANK NAME	BRANCH	ACCOUNT NAME	ACCOUNT NUMBER
Banco de Oro	Puerto Princesa City	Sunlight Guest Hotel, Inc.	005040206098

OTHER MATTERS

You agree to be responsible for any loss or damage in the hotel which may be caused intentionally or thru negligence by any participant or member of your group. The hotel shall not be liable for any loss or damage to the personal belongings of the members of your group unless said items were kept in the custody of the hotel or its authorized representative.

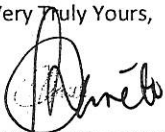
You agree by this letter that you shall provide the Hotel with the complete details of your requirements no less than two (2) weeks before the function date to give time for the hotel to make all the necessary preparations. In case of late submission on your part, especially your preferred foods, our hotel chef's discretion shall apply.

It is understood by this undertaking that you shall be responsible for any loss or damage in the Hotel which may be caused by any of the members of your group, whether such loss or damage may be by negligence or unintentional. On the other hand, we strongly advise members of your group to be responsible to take care of their respective belongings as the hotel shall not be liable for their items unless and until the same are surrendered to the hotel for safekeeping.

If you agree to the terms and conditions herein specified, please indicate your conformity in the space provided below. We would appreciate if you would let us know should you require further clarifications. Please do not hesitate to call us at (048) 434 2003 or 434 2324 or 0999 9983484 or reach us thru email me at fpd.sghp@sunlighthotelsandresorts.com

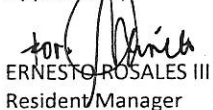
Thank you very much and we look forward to a mutually beneficial business relationship with your office, I am

Very Truly Yours,



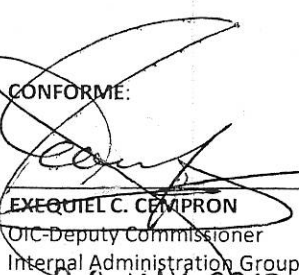
MARIA FE P. DACUAN
Sales Supervisor

Approved by:



ERNESTO ROSALES III
Resident Manager

CONFORME:



EXEQUIEL C. CEMPRON
OIC-Deputy Commissioner
Internal Administration Group

03 MAY 2016

BUREAU OF CUSTOMS
EXEQUIEL C. CEMPRON
OIC - Deputy Commissioner
Internal Administration Group
2016-000302

Received:  5/5/16