



### Teofely Gardens Wedding & Events Venue

J. Humarang St. Brgy. Lumil Silang Cavite, Santa Rosa-Tagaytay Road, Silang, Cavite  
fb.com/teofelygardensPH / teofelygardens@yahoo.com / 0939 703 1709

## BOOKING DETAILS

REF. NO. \_\_\_\_\_

CHECK-IN & OUT DATE August 12-14, 2024  
 GUEST NAME MR. ARNALDO A. IGNACIO, Administrator  
 GUEST EMAIL procurement@owwa.gov.ph  
 CONTACT NUMBER (02) 8551-6651

ARRANGEMENT DETAILS				
SERVICE/ROOM	RATE	QUANTITY / NO. OF DAYS	AMOUNT	REMARKS
STANDARD ROOM 1	PHP 3,500	1	PHP	
STANDARD ROOM 2	PHP 4,000	1	PHP	
STANDARD ROOM 3	PHP 4,000		PHP	
STANDARD ROOM 4	PHP 4,000	1	PHP	
STANDARD ROOM 5	PHP 4,000	1	PHP 4,000.00	
DUPLEX A	PHP 6,000	1	PHP	
DUPLEX B	PHP 6,000	1	PHP	
FAMILY C	PHP 8,000	1	PHP	
FAMILY D	PHP 8,000	1	PHP	
DORMITORY	PHP 16,000		PHP	
CABANA	PHP 10,000	1	PHP -0-	FREE TO USE
PAVILLION	PHP 50,000.00	1	PHP	FREE TO USE
ALL IN PACKAGE	PHP		PHP	
PACKAGES/ADD-ONS	PHP 279,999.90		PHP 279,999.90	August 12-14, 2024 Full Board and Lodging Breakfast, AM Snack, Lunch PM Snack and Dinner Socialization Overflowing of Mineral Water and Brewed Coffee
<b>TOTAL</b>			<b>PHP 279,999.90</b>	
DISCOUNT			PH	
<b>GRAND TOTAL</b>			<b>PHP 279,999.90</b>	

PAYMENT	AMOUNT	DUE DATE	REMARKS
INITIAL PAYMENT (RESERVATION)	PHP		
2nd PAYMENT	PHP		
FINAL PAYMENT	PHP		



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# ACCOMMODATION CONTRACT

## TERMS AND CONDITIONS

For Events: It is agreed that **payment will be after billing** of the total amount of the event cost. It is **NON-REFUNDABLE AND NON-CONVERTIBLE.**

For Events: Events are non-rebookable within one-month prior to the event date.

For Event Rentals: Any outstanding fee incurred during the event but not included in the final billing cost must be paid and settled in full at the end of the event. We only accept CASH, BANK TRANSFER, GCASH, MAYA to pay off additional changes on the day of the event. No balances are to carry over, past the days of the stay/event.

Prices and offers are subject to change without prior notice.

The GUEST should inform TEOFELY GARDENS prior to booking should they want to bring pets. Pets are not allowed inside the room without permission from TEOFELY GARDENS. The GUEST shall be responsible for their pets and ensure that all of them will not disturb other guests with their noise, litter, droppings, fur, lice, and smell.

Proper conduct is requested from all guests. TEOFELY GARDENS has the right to deny admission or evict the GUEST and their GROUP found under the influence of illegal drugs or liquor; generally disrupting peace and order at the resort, and/or engaging in unruly behavior.

We strictly prohibit SMOKING/DRINKING inside the room. There are designated areas for smoking and drinking (The Kubo).

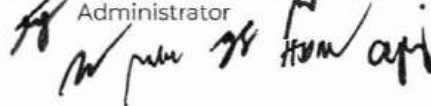
Our Swimming Pool requires strict use of proper swimming attire. We strongly recommend showering before going for a swim for hygienic purposes. NO EATING and DRINKING by the pool. Minors should be monitored at all times when in or around the swimming pool area. TEOFELY GARDENS is not liable for any bodily injuries caused by neglect and/or breaking of the rules.

Both parties shall not be liable for failure to comply with this agreement due to force majeure including but not limited to labor disputes, natural disaster, or other causes beyond the control of both parties. BY SIGNING BELOW, THE CLIENT AND TEOFELY GARDENS AGREE TO FULFILL THE OBLIGATIONS AND RESPONSIBILITIES OF THIS CONTRACT.

ACCEPTED BY:

  
Mr. ARNALDO A. IGNACIO

Administrator





**NOTICE OF AWARD**

07 August 2024

**Ms. MA. LUISA E. RUIZ**  
Account Officer  
**TEOFELY GARDENS WEDDING &  
EVENTS VENUE**  
J. Humarang St.  
Silang Cavite

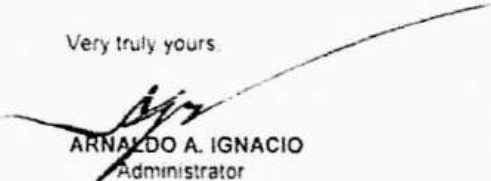
Dear Ms. Ruiz:

Please be informed that your bid proposal received 23 July 2024 for the **Proposal for the Lease of Venue for the Conduct of "Empowering OWWA Responders: Stress Management for OWWA Employees"** with the Total Contract Price of **Two Hundred Seventy-nine Thousand Nine Hundred Ninety-nine Pesos and 90/100 (Php279,999.90)** only, is accepted

Kindly acknowledge receipt and acceptance of this Notice by signing the space provided below and submit a copy to the Procurement and Property Management Division of the Overseas Workers Welfare Administration (OWWA) at Room 301, 3<sup>rd</sup> Floor, OWWA Center Building, 7<sup>th</sup> St., corner F.B. Harrison St. Pasay City

Thank you

Very truly yours,

  
**ARNALDO A. IGNACIO**  
Administrator

Conforme:

  
**Ms. MA. LUISA E. RUIZ**  
Account Officer  
**TEOFELY GARDENS WEDDING &  
EVENTS VENUE**

Date AUG 12 2024



Republic of the Philippines  
Department of Migrant Workers  
**OVERSEAS WORKERS WELFARE ADMINISTRATION**



**NOTICE TO PROCEED**

Date: AUG 12 2024

**Ms. MA. LUISA E. RUIZ**  
Account Officer  
**TEOFELY GARDENS WEDDING &  
EVENTS VENUE**  
J. Humarang St.,  
Silang Cavite

Dear Ms. Ruiz:

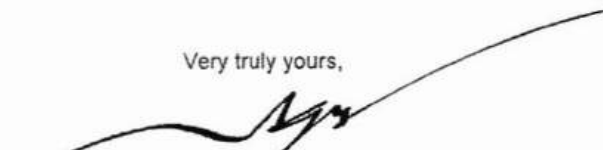
The attached Contract Agreement having been approved, notice is hereby given to **TEOFELY GARDENS WEDDING & EVENTS VENUE** that service for the Proposal for the Lease of Venue for the Conduct of "Empowering OWWA Responders: Stress Management for OWWA Employees" may commence effective **August 12-14, 2024** after the receipt of this notice.

Relative thereto, your company's performance is being evaluated by the Procurement and Property Management Division (PPMD) and/or End-User.

Please acknowledge receipt and acceptance of this Notice by signing the space provided below and submit a copy to the PPMD of the Overseas Workers Welfare Administration (OWWA) at Room 301, 3<sup>rd</sup> Floor, OWWA Center Building, 7<sup>th</sup> St., corner F.B. Harrison St., Pasay City.

Thank you.

Very truly yours,



**ARNALDO A. IGNACIO**  
Administrator

I acknowledge receipt of this Notice on AUG 12 2024



**Ms. MA. LUISA E. RUIZ**  
Account Officer  
**TEOFELY GARDENS WEDDING &  
EVENTS VENUE**