



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF JUSTICE  
OFFICE OF THE GOVERNMENT CORPORATE COUNSEL  
3rd Floor MWSS Administration Building, Katipunan Avenue  
Balara, Quezon City, 1119  
(02) 7622-5119  
records@ogcc.gov.ph  
https://ogcc.gov.ph

## NOTICE OF AWARD

7 May 2025

**MS. KIMBERLY C. MARIANO**

*Account Executive/Authorized Representative*

**Estancia De Lorenzo, Inc.**

New 31 Old #26 Aquarius St., Bancom, Gulod

Malaya, San Mateo, Rizal

Email: [kmariano.edlgroup@gmail.com](mailto:kmariano.edlgroup@gmail.com)


Contact No. 0961.448.7346

Dear Ms. Mariano:

We are pleased to inform you of the Office of the Government Corporate Counsel's (OGCC) acceptance of Estancia De Lorenzo, Inc.'s Quotation for the "Lease of Venue, Food, and Accommodation for the Conduct of OGCC FY 2025 Annual Corporate Planning, Mid-Year Assessment, and Team Building Activity," for a total contract price of Seven Hundred Ninety-Five Thousand Four Hundred Fifty Pesos (PhP795,450.00), inclusive of appropriate taxes and fees.

Kindly submit within two (2) working days from receipt of this Notice the copy of the Original signed Price Quotation Form and Proposal, Secretary's Certificate & Authorization, and certified true copies of the eligibility and additional documentary requirements.

Very truly yours,

  
**SOLOMON M. HERMOSURA**  
*Government Corporate Counsel*

Conforme:



**MS. KIMBERLY C. MARIANO**

*Account Executive/Authorized Representative*

**Estancia De Lorenzo, Inc.**

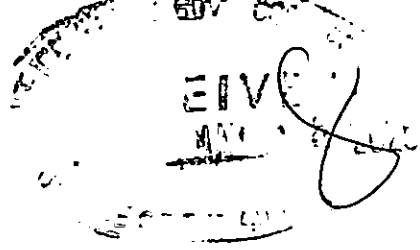
New 31 Old #26 Aquarius St., Bancom, Gulod

Malaya, San Mateo, Rizal

Email: [kmariano.edlgroup@gmail.com](mailto:kmariano.edlgroup@gmail.com)

Contact No. 0961.448.7346

Date Received: \_\_\_\_\_



NATURE FARM & EVENTS VENUE  
**RESERVATION CONTRACT**  
2025-05-0012

RECEIVED:  
Bids and Awards Committee  
by:   
Date: 5/13/2025  
Lorenzo, Inc. Herein after  
Corporate Counsel

This Reservation Contract will be the Agreement between **Estancia de Lorenzo, Inc.** being referred to as the "Company", and the "Office of the Government Department of Justice, referred to as "CLIENT";

| PROPOSAL   |  |             |             |            |
|--|--|-------------|-------------|------------|
| Name of Contact Person:  | Jane Ferrerria   |             |             |            |
| Company Name:  | Office of the Government<br>Corporate Counsel-Department of Justice. |             |             |            |
| Type of Event:   | Workshop   |             |             |            |
| Contact Number(s):   | 9175278277   |             |             |            |
| E-mail address:  | jane.ferrerria@doj.gov.ph  |             |             |            |
| Thank you for considering Estancia de Lorenzo as our venue on our upcoming event.<br>Please find below proposal for your review. |  |             |             |            |
| Activity Date:   | May 20-21 2025   |             |             |            |
| No. of persons:  | 35 min. guarantee  |             |             |            |
| PROPOSAL   |  |             |             |            |
| Live-out Package   | Rate   | No of Days  | No. of Pax  | Total      |
| Meals & Venue  | 2,870.00   | 1           | 35          | 100,450.00 |
| TOTAL FOR MEALS & VENUE  |  |             |             | 100,450.00 |
| Accommodation - Weekdays   | Rate   | No of Night | No of Villa | Total      |
| Prime Corporate Villa<br>(10-persons)  | 20,700.00  | 1           | 2           | 41,400.00  |
| Prime Family Villa<br>(15-persons)   | 17,600.00  | 1           | 2           | 34,800.00  |
| TOTAL FOR ACCOMMODATION  |  |             |             | 76,000.00  |
| GRAND TOTAL  |  |             |             | 176,450.00 |

- Inclusions:**  
Reserved function room +Dr stool  
Meeting Amenities: Whiteboard with markers, pads & pencils, mints  
One (1) set Projector & Screen with basic sound system  
All meals will be served inside the venue - Managed Buffet  
Day 1: Am Snack, Lunch, Pm Snack & Dinner  
Day 2: Complimentary Breakfast & Lorenzo  
Free flowing coffee inside the venue  
Water dispenser inside the venue  
Complimentary Wi-Fi Access  
Complimentary use of basketball court  
Complimentary Parking Access  
Prices are inclusive of applicable taxes.
- Optional Rates:**  
ATV - One Hour 1,200 Half-Hour 720.00

**BILLING ARRANGEMENT:**  
This quotation is valid for 5 days only, May 5, 2025. To confirm your reservation, we will require a signed copy of this proposal letter and approved Notice of Award. Full payment & incidentals shall be made fifteen (15) days after receiving the Statement of Account. Personal checks are not accepted. Please make checks payable to **Estancia de Lorenzo, Inc.**  
Payments could also be made through direct bank deposit thru the following details:  
**Account Name:** Estancia de Lorenzo, Inc.  
**Account No:** 2721-1104-20  
**Bank:** Land Bank of the Philippines- Marikina Branch

## Postponement/ Cancellation Policy

**POSTPONEMENT** of the **Function/Event** to another date shall be allowed only if made **ninety (90) days** prior to the date of the function and if the venue is available on the rescheduled date of the function. The new schedule should fall within thirty (30) days from the original date of the booking. Otherwise, such a postponement shall be considered a cancellation.

**CANCELLATION DUE TO FORCE MAJEURE** – In the event of force majeure, fortuitous events or acts of God such as, but not limited to earthquake, typhoon, and other natural calamities, fire, strikes, riots, coup d'état, major power shortages or electrical power shutdowns which may or may not be imposed by the government and occurring during the Reservation, severe water shortage leading to water rationing, and all other acts beyond the control of or not attributed to the fault or either party (the affected party), the occurrence of which event may compel the affected party to cancel the reservation, the affected party shall not be liable for any and all claims, demands, liabilities, actions and their causes which may arise from or in connection with such cancellation. However, CLIENT shall be refunded in full (without interest) of any payment already made. Any loss, damages, or injury that the COMPANY and or the CLIENT'S Guests may suffer attributed to the acts or omission on part of the CLIENT and/or CLIENT'S Guests during the contracted function shall be for the Client's account and/or liability.

4. **Function Room rental** – Room Rental for the use of the venue based on the agreed time is waived or is part of the package but in the event that there will be an extension corresponding fees will be imposed.
5. **Price adjustments** – In case an extraordinary inflation would happen after the signing of the Contract, the COMPANY reserves the right to adjust its prices accordingly.
6. **Others**

**6.1** The CLIENT shall be responsible for the safety and security of all the Guests and their personal belongings. The COMPANY shall NOT be responsible for any damage or loss of any merchandise, equipment, clothing, cellphones, gifts, or other valuables left in the venue before during, or after the function unless such liability is caused by the fault or negligence of the COMPANY or any of its personnel. The CLIENT is liable for any damages to the venue caused by his/her Guests, and the COMPANY is likewise free from any and all liabilities resulting to any loss or damage or injury that may be suffered by any Guests, third persons or property prior to, during and after function, unless such loss or injury is caused by the fault or negligence of the company or any personnel.

**6.2** The CLIENT shall pay for the cost of broken, damaged, or lost equipment, furniture, fixtures, and glassware, damaged by the Guests or the CLIENT themselves based on the current market price.

**6.3** The COMPANY reserves the right to substitute items that are unavailable in the open market or that exceed reasonable market costs. The COMPANY will notify the CLIENT of any such changes if time allows.

**6.4** The number of actual covers (i.e. actual number of persons served) of the contracted function is the established number to be served. This will be determined by an authorized personnel of the COMPANY member member, which shall be deemed correct, and his

count shall be accepted as final. The CLIENT may, however, appoint a representative to assist and ensure the accuracy of the count.

**6.5** Guests are not allowed to bring in food, soft drinks, wines and spirits, and the like unless previously arranged and authorized, in which case, the waiver form provided by COMPANY should be signed by the CLIENT or his authorized personnel and corkage charges as determined by the COMPANY shall be applicable.

**6.6** CLIENT'S function shall begin promptly at the scheduled time and function room/s shall be vacated promptly as scheduled. Function rooms shall not be available for use earlier than the time stated in the contract.

**6.7.** Any electrical wiring, equipment, or system brought in by any contractor will be subjected to a mandatory safety check by the COMPANY'S technicians. Any substandard wiring, sockets, plugs, jacks, connections, or other pieces of equipment that is deemed unsafe, faulty, or too worn to be used, must be replaced by the contractor before use or replaced by the COMPANY'S technician and the cost of that replacement is charged to the CLIENT.

**6.8** The COMPANY will refuse the entry of contractors or suppliers who don't have any form of identification for the benefit of the Company and its Guests.

**6.9** No fireworks are allowed unless with prior clearance with the COMPANY and the necessary permits are secured. Flammable materials shall not be displayed within the premises of the Resort. The COMPANY disallows tacking, posting, hammering, or painting on any walls, carpet, or ceiling of the function room of the Resort. Carpet protectors shall be provided by the CLIENT during set-up and breakdown of exhibits, décor, displays, etc.

**6.10** The CLIENT shall be responsible for the retrieval of items from the COMPANY after the function. If any item/s remain/s unclaimed within 24 hours after the function, the COMPANY shall dispose of the said item/s.


**6.11.** The COMPANY reserves the right to stop any function that does not comply with the set policies of the Resort or contract.

**6.12.** The COMPANY represents and warrants to the CLIENT that: (a) it shall be responsible for the full and timely performance, as and when due under, and the observance of all the covenants, terms, conditions, and agreements outlined in this Contract; (b) the COMPANY has a full legal right, power and authority to carry on its present business, to own its properties and assets, to incur the obligations provided for in and under this Contract, to execute and deliver this Contract, and to perform and observe the terms and conditions thereof; and (c) if applicable, all appropriate and necessary corporate and legal actions have been taken to authorize the execution, delivery and performance of this Contract.

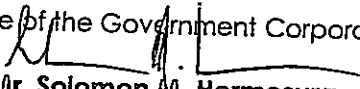
In case of a suit the venue of all this action arising from this agreement shall be brought exclusively to the jurisdictions of the appropriate court of San Mateo, Rizal, Philippines shall be

the exclusive venue to try and dispute any legal action which may arise between the parties under this contract. If the foregoing terms and conditions meet your approval, please indicate your conformity in the space provided below and return to us the signed duplicate copy of this statement on or before May 5, 2025 In witness whereof, the parties have signed this Reservation Contract this May 8, 2025, at San Mateo Rizal.

**ESTANCIA DE LORENZO INC**

  
**Kimberly Mariano**  
Account Executive

Office of the Government Corporate Counsel

  
**Mr. Solomon M. Hermosura**  
Government Corporate Counsel

NATURE FARM & EVENTS VENUE  
RESERVATION CONTRACT

This Reservation Contract will be the Agreement between **Estancia de Lorenzo, Inc.** herein after being referred to as the "Company", and the "Office of the Government Corporate Counsel- Department of Justice, referred to as "CLIENT":

**PROPOSAL**  
Name of Contact Person: Lanie Peralta  
Company Name: Office of the Government Corporate Counsel- Department of Justice  
Type of Event: Workshop  
Contract Number/s: 9715218211  
Event Address: 2121 Linao St. Marikina City  
Thank you for considering Estancia de Lorenzo as your venue for your program/s event.  
Please find below proposal for your review.

Activity Date: May 21-22, 2025  
No. of persons: 140 (130 guests + 10 staff)

| PROPOSAL                              |            |              |                               |            |
|---------------------------------------|------------|--------------|-------------------------------|------------|
| Live-out Package                      | Rate       | No of Days   | No. of Pax                    | Total      |
| Meals & Venue                         | 12,000.00  | 2            | 140                           | 364,000.00 |
| TOTAL FOR MEALS & VENUE               |            |              |                               | 364,000.00 |
| Accommodation - Weekdays              | Rate       | No of Nights | No of Villa<br>No of mattress | Total      |
| Prime Corporate Villa<br>(12 persons) | 20,000.00  | 1            | 5                             | 200,000.00 |
| Prime Family Villa<br>(15 persons)    | 112,000.00 | 1            | 1                             | 112,000.00 |
| Prime Couple Villa<br>(12 persons)    | 112,000.00 | 1            | 1                             | 112,000.00 |
| 3rd House<br>(12 persons)             | 20,000.00  | 1            | 1                             | 20,000.00  |
| Standard Family Villa<br>(10 persons) | 112,000.00 | 1            | 1                             | 112,000.00 |
| Standard Couple Villa<br>(12 persons) | 52,000.00  | 1            | 1                             | 52,000.00  |
| Deluxe Villa<br>(12 persons)          | 54,000.00  | 1            | 1                             | 54,000.00  |
| Extra Mattress                        | 10,000.00  | 1            | 10                            | 100,000.00 |
| TOTAL FOR ACCOMMODATION               |            |              |                               | 255,000.00 |
| GRAND TOTAL                           |            |              |                               | 619,000.00 |

**Inclusions:**  
Reserve: 10000 room (Grand)  
Amplifier/Armonia: 10000 (with 10000 price & 10000 price)  
One (1) DJ/Producer & Sound system with 10000 price  
All meals with 10000 price (10000 price & 10000 price)  
One (1) Air Service (Lunch, Breakfast & Dinner)  
Day 2: Complimentary (50000)  
Food & beverage included in 10000  
Water supply for 10000 (10000)  
Water & electricity for 10000  
Water for 10000 (10000)  
One (1) primary with 10000  
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**Optional Rates:**  
ATV: One (1) H. 10000 (10000) (10000) (10000) (10000)

**BILLING ARRANGEMENT:**

This quotation is valid for 5 days only, May 5, 2025. To confirm your reservation, we will require a signed copy of this proposal letter and approved Notice of Award. Full payment & incidentals shall be made fifteen (15) days after receiving the Statement of Account. Personal checks are not accepted. Please make checks payable to **Estancia de Lorenzo, Inc.** Payments could also be made through direct bank deposit thru the following details:

**Account Name:** Estancia de Lorenzo,  
 Inc.  
**Account No:** 2721-1104-20  
**Bank:** Land Bank of the Philippines- Marikina Branch

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In case of a suit the venue of all this action arising from this agreement shall be brought exclusively to the jurisdictions of the appropriate court of San Mateo, Rizal, Philippines shall be the exclusive venue to try and dispute any legal action which may arise between the parties under this contract. If the foregoing terms and conditions meet your approval, please indicate your conformity in the space provided below and return to us the signed duplicate copy of this statement on or before May 5, 2025 In witness whereof, the parties have signed this Reservation Contract this May 8, 2025, at San Mateo Rizal.

**ESTANCIA DE LORENZO INC**

**Kimberly Mariano**  
Account Executive

Office of the Government Corporate Counsel

**Mr. Solomon M. Hermosura**  
Government Corporate Counsel



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF JUSTICE  
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### NOTICE TO PROCEED

8 May 2025

**MS. KIMBERLY C. MARIANO**  
*Account Executive/Authorized Representative*  
**Estancia De Lorenzo, Inc.**  
New 31 Old #26 Aquarius St., Bancom, Gulod  
Malaya, San Mateo, Rizal  
Email: [kmariano.edlgroupp@gmail.com](mailto:kmariano.edlgroupp@gmail.com)  
Contact No. 0961.448.7346

Dear Ms. Mariano:

Notice is hereby given to Estancia De Lorenzo, Inc. to commence with the "Lease of Venue, Food, and Accommodation for the Conduct of OGCC FY 2025 Annual Corporate Planning, Mid-Year Assessment, and Team Building Activity," according to the terms and conditions of the attached Contract and as indicated in the Request for Quotation scheduled on 20-22 May 2025.

Please acknowledge receipt and acceptance of this notice by signing both copies<sup>1</sup> in the space provided below.

Very truly yours,

  
**SOLOMON M. HERMOSURA**  
*Government Corporate Counsel*

I acknowledge receipt of this Notice on \_\_\_\_\_

Name of Representative of the Bidder: **MS. KIMBERLY C. MARIANO**

<sup>1</sup> Keep one copy and return the other to the Office of the Government Corporate Counsel.