



November 25, 2022

**Atty. Matthew M. David**  
Executive Director  
Thru  
**Mr Renz Manahan**  
**ANTI-MONEY LAUNDERING COUNCIL**  
Mobile number: +63 917 475 9709  
E-mail address: [rmanahan@amlb.gov.ph](mailto:rmanahan@amlb.gov.ph)

Dear Atty. David,

*Greetings from B Hotel Quezon City!*

Thank you for choosing the **B Hotel Quezon City**. We are pleased to submit our contract for your review and perusal.

**GUESTROOMS**

The **B HOTEL, QUEZON CITY** offers 111 rooms including superior, 1-bedroom suite, and 2-bedroom suite.

ROOM TYPE	PUBLISHED RATE	YOUR RATE (Single/Twin Occupancy)
Superior Rooms	PHP 9,000.00	PHP 3,100.00NET

**Benefits:**

- The room rates are inclusive of buffet breakfast
- The room rates are inclusive of service charge.
- The room rates are non-commissionable.
- Complimentary wifi access
- Complimentary coffee and tea making facilities inside the room
- Complimentary use of the swimming pool and gym

**TERMS AND CONDITIONS**

- Room block will be released 7 days prior to check in date if the hotel does not receive credit card guarantee or financial deposit from organizer.
- The above rates are valid for this group only. The rates will be extended for early arrival and late departure, two (2) nights prior and after main group arrival and departure dates, subject to availability.
- Hotel reserves the right to adjust the room rate if the number of rooms materialized is below the number of rooms blocked.
- Confirmed rooms are available after 2:00PM on the day of the arrival. Check out time is 12:00NN. Early check in or late check-out will be provided based on availability.
- Room used from 12:00NN to 6:00PM will be charged at full contract rate.
- Bed type and other preferences will be provided subject to availability.

**CANCELLATION**

- <If group more than 50 rooms> Cancellation more than 20% of room block made between 14 to 7 days prior to arrival will be charged one (1) night cancellation fee.
- One (1) night cancellation fee will be imposed for any cancellation made less than 7 days prior to arrival.
- Full amount of stay charged will be imposed for cancellation made less than three (3) days prior to arrival or early departure.

**BANQUET**

EVENT DATE/TIME	December 01-02, 2022
EVENT TITLE	MEETING/CONFERENCE
NUMBER OF PERSONS	45 PERSONS
VENUE	TENT
RATE PER PERSON	PHP 1,600.00net/person (Plated morning and afternoon snack with buffet lunch)  PHP 2,400.00net/person (Plated morning and afternoon snack with buffet lunch and dinner)
Inclusions	Complimentary use of the function room Complimentary use of the LCD projector with screen Free flowing of coffee, tea and water station Basic sound system with mic Pads and pencils Mints WIFI access

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**TERMS AND CONDITIONS:**

- If number of attendees is less than minimum guarantee, hotel will charge based on minimum guaranteed number.
- If number of attendees is greater than minimum guarantee, hotel will charge based on the actual number of attendees.
- Final number of minimum guaranteed is required seven (7) days prior to the event. Final number will not be adjusted more than 20% of minimum guarantee without prior agreement by the hotel.
- Menu to be decided seven (7) days prior to the function. Hotel reserves the right to decide the menu if menu choice has not been submitted by organizer in due time.
- No outside food and beverage will be allowed without written authorization from the hotel.
- Any adjustment from the agreed set-up made within 24 hours prior to the event will be subject to a service surcharge.
- Signage wording to be given to the hotel seven (7) days prior to the event.
- Function space will be available at least 45 minutes prior to the event. If you need the room to be ready in advance, please liaise with the Sales Department seven (7) days prior to the event and hotel reserves the right to charge room rental fee or any subsequent service surcharge.

**GUESTROOMS AND BANQUET CHARGES**

Arrival date: Dec. 01, 2022

Departure date: Dec. 02, 2022

Thirty-three (33) single rooms @ PHP 3,100.00net/room x 1 night = PHP 102,300.00

Day 1 – full board meals @ PHP2,400.00net/person x 45persons PHP 108,000.00

Day 2 – whole day meals @ PHP 1,600.00net/person x 45persons 72,000.00

**Estimated guestrooms and banquet charges PHP 282,300.00**

**BILLING ARRANGEMENT**

Specified guestrooms and banquet meals only will be charged to the company with NOA (Notice of Award) and PO (Purchase order) to be send prior to the event. With 15-30 days term of payment upon receipt of the statement of account.

**PAYMENT ARRANGEMENT**

**For bank transfer payment option, please see bank details below: (strictly for advance payment only)**

**Payment for B Hotel Quezon City:**

**ACCOUNT NAME: NORTHBELLE PROPERTIES INC.**

Bank	Banco De Oro Richville Center-Ayala Alabang
Address	Richville Ctr. 1314 Commerce Ave . Ext.Madrigal Business Park, Ayala Alabang Muntinlupa
Peso C/A No.	473-801-6345

**SWIFT CODE: BNORPHMM**

**Confidentiality:**

All information contained in this contract are private and confidential and may not be disclosed or obligated to a third party for whatever reason or purpose.

If the contract meets your approval, kindly affix your signature on the space provided below. We are sincerely looking forward for a rewarding business relationship with agency. Thank you and should you need further assistance, please feel free to contact me at mobile 0917- 112 9039.

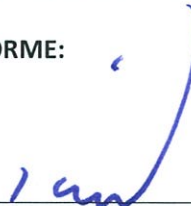
Sincerely,



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**Ajie C. Pedalino**  
Assistant Director of Sales  
**THE B HOTEL, QUEZON CITY**

CONFORME:



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**Atty. Matthew M. David**

**Executive Director**