

Stock No.		Unit	Description	Quantity	Unit Cost	Amount																				
Provision of Catering Services and Venue for CEBU PAC QUARTERLY MEETING																										
<p>Dates:</p> <table border="0"> <tr> <td>pax</td> <td>April 19, 2021</td> <td>35</td> <td>500.00</td> <td>17,500.00</td> </tr> <tr> <td>pax</td> <td>June 10, 2021</td> <td>35</td> <td>500.00</td> <td>17,500.00</td> </tr> <tr> <td>pax</td> <td>September 15, 2021</td> <td>35</td> <td>500.00</td> <td>17,500.00</td> </tr> <tr> <td>pax</td> <td>November 12, 2021</td> <td>35</td> <td>500.00</td> <td>17,500.00</td> </tr> </table> <p>Location: Metro Cebu (Cebu City, Mandaue City, Lapu-Lapu City or Talisay City)</p> <p>Neighborhood Data Renting facility must not offer short-term lodging services (e.g. motels); must not be situated beside or across gambling establishments or casinos and others that may touch in cultural sensitivity like mortuaries or morgues and the like.</p> <p>Amenities Requirements/inclusions</p> <p>a. Conference Room Requirement Use of one (1) Function Room "EUGENIA HALL"(7AM- 6PM as the maximum) that can accommodate double the indicated number of pax. No middle obstructing post/object per function/ conference room. No changing of assigned function room during the duration of the activity. Elevator must be available on the floor where the function room is located.</p> <p>Banquet tables that can accommodate ten (10) guests must accommodate only five (5) guests. Tables shall be arranged such that the distance from the back of one chair to the back of another chair shall be more than 1 meter apart and the guests face each other from a distance of at least 1 meter. (RA 9593 or the Tourism Act of 2009)</p> <p>b. Space Requirements: Conference Type/ World Cafe Arrangement. With a maximum of 50% operational capacity. Provision of 1 table for the registration/working table for secretariat and for the laptop/projector. With ample space for workshops or activities like group role playing and other structured learning activities. With elevated platform and lectern.</p>							pax	April 19, 2021	35	500.00	17,500.00	pax	June 10, 2021	35	500.00	17,500.00	pax	September 15, 2021	35	500.00	17,500.00	pax	November 12, 2021	35	500.00	17,500.00
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		<p>c. Audio Visual Requirement: Use of 1 LCD projector and laptop for presentation per function/ conference room. Complete functional Audio Visual Equipment with at least 3 microphones, preferably wireless. There has to be standby operator to assist in the AV needs. Audio Visual must be set up at least 1 hour before the activity. No electrical charge for the use of own equipment. Available WIFI connection in the function room for the downloading, playing of presentation materials and videos required for the training.</p> <p>d. Other Requirements</p> <ul style="list-style-type: none"> • The hotel should be able to provide certificate of Authority to Operate by DOT. • Guests must be provided with a Health Declaration Form upon check in. • There should be a 70% solution alcohol, alcohol-based hand sanitizers and tissue paper / paper towel available at comfort rooms and on the conference room. (RA 9593 or the Tourism Act of 2009) • The facility should have a no to trafficking poster. • Venue must be a smoke free zone in compliance to RA9211 (Tobacco Regulation Act of 2003) • Hotel must provide SOA and menu on the last day of the activity. Payment is within 30 days after receipt of complete set of supporting documents. 			
		<p>Catering Services: PACKED MEALS (Lunch), AM snack & PM Snac Lunch: Rice, Soup, 3 main dishes (vegetable, fish, chicken and pork/beef), dessert (preferably fruits) and natural juices AM/PM Snacks: Variation of pasta, bread, native snacks and natural/local juice such as calamansi, buko, etc. Others: Flowing Coffee/ Purified Drinking Water Should be served as individual pack meals. Strictly no serving of softdrinks. No serving on cream dowry fish</p>			
		<p>Purpose: Provision of Catering Services and Venue for CEBU PAC QUARTERLY MEETING</p>		Gross Amount	70,000.00
		<p>End User: PANTAWID</p>		5%	3,125.00
		<p>(Ref: PR No.: DSWD7-21-0365)</p>		2%	1,250.00
		<p>(Total Amount in Words) Sixty Five Thousand Six Hundred Twenty Five Pesos</p>		Net of tax	65,625.00
<p>In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.</p>					
<p>Conforme:</p> <p><i>[Signature]</i> Signature over Printed Name of Supplier</p> <p>APRIL 07, 2021 Date</p>		<p>Very truly yours,</p> <p><i>[Signature]</i> REBECCA P. GEAMALA, DMPA Regional Director</p>			
<p>Funds Available:</p> <p>LOUIE RAY VILLARIN, CPA Regional Accountant</p>			<p>ALOBS No. : _____</p> <p>Amount : _____</p>		
<p>PO No. DSWD7-AMP-2021-205</p>					