

PURCHASE ORDER

Department of Social Welfare and Development

Field Office VII

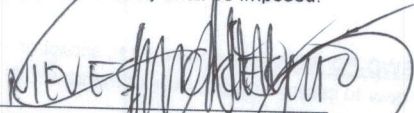

cor. MJ Cuenco Ave. & Gen. Maxilom Ave. ,Cebu City Tel. # 2330261, 2338785 Fax # 4129908, 2321192

| | | | |
|-----------------|---|----------------------|---------------------|
| Supplier: | GOLDEN PEAK HOTEL & SUITES | PO No. | DSWD7-2019-AMP-1013 |
| Address: | Gorordo Ave, Cor. Escario St. , Kamputhaw , Cebu City | Date: | 11/05/2019 |
| Contact No.: | 233-8111 | Mode of Procurement: | Lease of Venue |
| Contact Person: | Creslito Nieves | TIN: | 228-372-701-000 |
| Gentlemen: | | | |

Please furnish this Office the following articles subject to the terms and conditions contained herein:

| | | | |
|--------------------|----------------------|----------------|--|
| Place of Delivery: | Cebu City | Delivery Term: | Upon actual date of activity |
| Date of Delivery: | November 12-14, 2019 | Payment Term: | within 30 calendar days after the activity & receipt of billing. |

| Stock No. | Unit | Description | Quantity | Unit Cost | Amount |
|-----------|------|--|----------|------------|-------------------|
| | | Provision of board and lodging, catering and venue for the below mentioned activity | | | |
| | | Title of activity : | | | |
| | | Technical Assistance Forum on Case Management for LGU, CCAs and SWAD Social Workers cum Child and Home Study Writing | | | |
| | | Availability: | | | |
| | pax | November 12-14, 2019 (Live-in) | 35 | 1850.00 | 194,250.00 |
| | | 3 Buffet meals and 2 Plated Snacks AM PM for 3 days with venue rental | | 5% | 8,671.88 |
| | | | | 2% | 3,468.75 |
| | | | | Net Amount | 182,109.37 |
| | | Location: | | | |
| | | • Cebu City | | | |
| | | 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. Venue must be a smoke free zone in compliance to RA9211 (Tobacco Regulation Act of 2003) | | | |
| | | Amenities | | | |
| | | a. Conference Room | | | |
| | | • Use of (1) Function room (7am-8pm as the maximum) that can accommodate the number of pax with no middle or other obstructing post/object to ensure conduciveness of the area for interaction of participants. Function room must have high ceiling for better ventilation and must not be elongated with soundproof wall to screen noises from other function room while meeting is ongoing. | | | |
| | | • (Pls. specify name of function or function number in the "statement of compliance" column.)-DELTA HALL | | | |
| | | b. Space Requirements: | | | |
| | | • Conference/Fish bowl arrangement/ Classroom arrangement. Enough space for participants to move in/out the function room with the given set up. | | | |
| | | • Registration and 1 working table for secretariat and 1 small table for Resource Person near the projector. | | | |
| | | c. Light, Ventilation and Air-Conditioning | | | |
| | | • Proper Light, Ventilation and Air-Conditioning | | | |
| | | d. Audio Visual Requirements: | | | |
| | | • Audio visual must be set up at least 1 hour before the activity Complete audio-visual with at least 3 microphones and 1 wired mic (with working batteries for wireless microphone) | | | |

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|---|--|--|---|-----------|-------------------|
| | | <ul style="list-style-type: none"> Free use of 1 LCD projector w/ screen. Free use of 1 laptop computer for the presentation On-call operator Available of whiteboard, extension cords, and Philippine flag. No electrical charge for the use of own equipment. Available of WIFI connection in the function room for the downloading, playing of presentation materials and videos required of the training <p>e. Room Requirements</p> <p>Triple accommodation for pax with separate beds for male participants and as per request for female participants. Additional bed has to be in level with others and should not only be a mattress on the floor. There has to be enough space to move within the room. With complimentary basic toiletries such as soap and shampoo. With free drinking water per request inside the room or with water refill station accessible in the lobby to nearby rooms. Each room must be equipped with cabinet. Preferably equipped with functional television. Room for the secretariat and resource persons must be with WIFI connection.</p> <p>f. Other Requirements</p> <ul style="list-style-type: none"> Provision of Backdrop and Welcome streamers/Lobby posting Standby waiter At least have available over the counter medicine as need arises Statement of Account must be released on the last day of the activity <p>Catering Services: Breakfast, Lunch and Dinner (Buffet) and 2 plated snacks</p> <ul style="list-style-type: none"> Buffet Breakfast, Lunch and Dinner: Rice, soup, 3 main dishes (choices of vegetable, fish not creamdory, chicken and pork/beef), dessert (choice of fresh fruits, fruit salad or pastries like pie, pudding, cheesecake and natural juices or fruit smoothie) AM/PM Snacks: choices of sandwich, native kakanin, burger/siopao/pizza, pasta with natural juices or fruit smoothie Others: NO SOFTDRINKS. Only Natural juice like Lemon grass or Calamansi juice or fruit smoothie Flowing coffee and purified drinking water | | | |
| | | (Ref: PR No.: DSWD7-19-1476) | | | |
| (Total net amount in word) | | One hundred eighty two thousand one hundred nine pesos and 37/100 | | | 182,109.37 |
| 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. | | | | | |
| Conforme: |  Signature over Printed Name of Supplier Date: 11/15/19 | Very truly yours, |  REBECCA P. GEAMALA Regional Director | | |
| Funds Available: | LOUIE RAY C. VILLARIN, CPA Regional Accountant | ALOBS No. : _____ Amount : _____ | | | |

AO 6/15/02

PO No. DSWD7-2019-AMP-1013