

PURCHASE ORDER


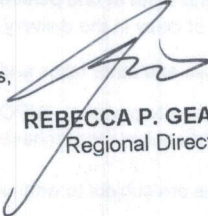
Department of Social Welfare and Development
Field Office VII

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

Supplier:	ALTA BOHOL GARDEN RESORT INC.	PO No.	DSWD7-2019-AMP-1041
Address:	San Isidro, Baclayon, Bohol	Date:	11/11/2019
Contact No.:	906-576-4054	Mode of Procurement:	Lease of venue
Contact Person:	Christine Malait	TIN:	664-138-210-000

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

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p>Provision of board and lodging, catering and venue for the below mentioned activity</p> <p>Title of Activity Roll-out Training on Gulayan sa Barangay</p> <p>Availability:</p> <ul style="list-style-type: none"> November 12-15, 2019 (Live in Fullboard with AM snacks as first provision on November 12 and Breakfast as last provision on November 15) <p>Breakfast, Lunch, Dinner, AM and PM Snacks</p> <p>Location:</p> <ul style="list-style-type: none"> Bohol Province <p>Neighborhood Data</p> <ul style="list-style-type: none"> The venue must not offer short-term lodging services and not adjacent to casinos, night clubs, bar shows and funeral facilities. Venue must be a smoke free zone in compliance to RA9211. <p>Amenities</p> <p>a. Conference Room</p> <ul style="list-style-type: none"> Use of function room (7am-6pm as the maximum) that can accommodate the indicated number of participants with no middle obstruction like post/object with wide space for workshop activities. Conference room must have soundproof wall. No changing of assigned function room during the duration of activity. (Pls. specify name of function or function number in the "statement of compliance" column.)-CPG HALL <p>b. Space Requirements:</p> <ul style="list-style-type: none"> Conference type arrangement/world café. 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>c. Light, Ventilation and Air-conditioning</p> <ul style="list-style-type: none"> Proper light ventilation and air-conditioning Must have white bulbs and not yellow/dim to ensure good visual of participants for the entire session <p>d. Audio Visual Requirements:</p> <ul style="list-style-type: none"> Use of 1 LCD projector and laptop for presentation per function room. Complete functional AV equipment with at least 3 microphones, preferably wireless. There has to be standby operator to assist in the AV needs. AV must be setup at least 1 hour before the activity. No electrical charge for use of own equipment. Available WIFI connection in the function room for the downloading, playing of presentation materials and videos required for the filing. 	38	1,600.00	182,400.00
				5%	8,142.86
				2%	3,257.14
				Total after tax	171,000.00

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p><i>e. Room Arrangement/Requirements:</i></p> <ul style="list-style-type: none"> • Triple Accommodation for the pax with separate beds for each pax. Additional bed has to be in level with others and should not only be a mattress in 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 nearby rooms. Preferably equipped with functional television. Room for the secretariat and resource persons must be with WIFI connection. <p><i>f. Other Requirements:</i></p> <ul style="list-style-type: none"> • The hotel should have a farm/garden facility for demonstration on organic farming, basic composting and organic fertilizers. Free use of basic garden tools. • Hotel should have an open area on the farm/garden facility for the organic fertilizer demonstration/mixing. • There has to be on call medical personnel. Safe accessible parking space available within the vicinity for the participants vehicle and/or van. The venue should be a smoke-free zone in compliance to RA9211 or Tobacco Regulation Act of 2003. Hotel must provide SOA on the last day of activity. <p>Catering Services: buffet breakfast, lunch, dinner and 2 snacks (AM & PM)</p> <ul style="list-style-type: none"> • Buffet breakfast: Rice (preferably with local root crops), 3 main courses (choice of fish, beef, chicken, pork), 1 dessert (preferably fruits), drinks(coffee or hot chocolate) • Buffet Lunch/dinner: Rice, soup, 3 main courses (choice of fish, beef, chicken, pork), 1 dessert (preferably fruits), natural juices • AM/PM Snacks: Variation of Pasta, Bread and Native Kakanin and Natural/local juices such as calamnsi, buko, etc. • Others: Flowing coffee/ purified drinking water • No serving of creamdory fish • No serving of pork for the whole duration of activity for participants with special dietary needs and with religious requirements (Seventh Day Adventist and Moslems) 			
		(PR ref. DSWD7-19-1447)			171,000.00
(Total Amount in Words)	One hundred seventy one thousand pesos only				Net of tax
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		Very truly yours,  REBECCA P. GEAMALA Regional Director		
	Date <u>6/11/19</u>				
Funds Available:	LOUIE RAY C. VILLARIN, CPA Regional Accountant		ALOBS No. : _____ Amount : _____		

AO 6/15/02

PO No. DSWD7-2019-AMP-1041