

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: **SANTIAGO BAY GARDEN AND RESORT**

PO No. DSWD7-19-196

Address: Santiago, San Francisco, Cebu

Date: 04/11/2019

Contact No.: 345-8599/09173292448

Mode of Procurement: Lease of Venue

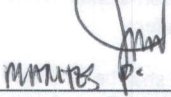
Contact Person: Marie Faye A. Pulvera

TIN: 204-222-596-001

Gentlemen:

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

Place of Delivery:		San Francisco, Cebu	Delivery Term: Upon actual date of activity		
Date of Delivery:		Pls. see dated stated below	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			
		UCT Payout Post Evaluation			
		Availability:			
	pax	<ul style="list-style-type: none"> April 11, 2019 (1 day Live in Full board with AM Snacks as first provision on April 11 and Breakfast as first provision on April 12) 	75	1,500.00	112,500.00
		Breakfast, Lunch, Dinner, AM and PM Snacks			
	pax	<ul style="list-style-type: none"> April 12, 2019 (live-out) 	75	500.00	37,500.00
		Venue			5,000.00
		Lunch, AM and PM Snacks with venue rental			155,000.00
		Location:		5%	6,919.64
		<ul style="list-style-type: none"> San Francisco, Cebu 		2%	2,767.86
		Neighborhood Data		Net Amount	145,312.50
		<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. 			
		Amenities			
		a. Conference Room			
		<ul style="list-style-type: none"> Use of one function room that can accommodate 75 pax with enough space for movement and buffet table; no middle or other obstructing post/ object; with wide space enough for structured learning activities such as dancing, exercise, workshop, gallery walk, small groupings, etc. 			
		<ul style="list-style-type: none"> (Pls. specify name of function or function number in the "statement of compliance" column.) 			
		b. Space Requirements:			
		<ul style="list-style-type: none"> Class room type with 5-6 chairs per table; registration/working table for secretariat, small table near projector for Resource Person 			
		c. Light, Ventilation and Air-conditioning			
		<ul style="list-style-type: none"> Proper light ventilation and air-conditioning 			
		d. Audio Visual Requirements:			
		Two (2) wireless microphones and one (1) LCD projector for the function room			
		e. Room Arrangement/Requirements:			
		<ul style="list-style-type: none"> Triple accommodation with separate beds for each pax. There has to be enough space to move within the room. With complimentary basic toiletries such as soap and shampoo and toothpaste. With free drinking water and coffee inside the room. Also, with equipped functional television and at least 10 mbps wifi connection. 			

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p>f. Other Requirements:</p> <ul style="list-style-type: none"> • There has to be enough number of standby waiters to assist the participants. There has to be on call medical personnel. At least have available over the counter medicine as need arises. • WIFI connection in the function room for the downloading, playing of presentation materials and videos required of the training, backdrop and welcome streamer/lobby posting; no electrical charge for the use of own equipment, whiteboard, extension cords, Philippine flag. • Hotel must be compliant to RA9211 or Tobacco Regulation Act of 2003 <p>Catering Services: breakfast, lunch, dinner and 2 snacks (AM & PM)</p> <ul style="list-style-type: none"> • Meals: Rice, Soup, 3 main dishes (vegetable, fish not creamdory, chicken and pork/beef), dessert and natural juices. • AM/PM Snacks: choices of sandwich, native kakanin, burger/siopao, pasta with natural juices. • Flowing coffee/choco; purified drinking water 			
		(Ref: PR No.: DSWD7-19-0599)			
(Total Net Amount in Words)		One hundred forty five thousand three hundred twelve pesos and 50/100			145,312.50
<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> Signature over Printed Name of Supplier</p> <p><u>4/11/19</u> Date</p>	<p style="text-align: right;">Very truly yours,</p> <p style="text-align: right;">REBECCA P. GEAMALA Regional Director</p> <p style="text-align: right;">For the Regional Director:</p> <p style="text-align: right;">GRACE Q. SUBONG Assistant Regional Director for Administration</p>			
Funds Available:	<p>LOUIE RAY C. VILLARIN, CPA Regional Accountant</p>	<p>ALOBS No. : _____ Amount : _____</p>			

AO 6/15/02

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