

**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: **HAGNAYA BEACH RESORT AND RESTAURANT**

PO No. DSWD7-2019-AMP-533

Address: Hagnaya, San Remigio Cebu

Date: 07/04/2019

Contact No.: 0917-623-0377/ 324-5298

Mode of Procurement: Lease of Venue

Contact Person: Jackie D. Wiley

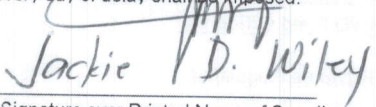
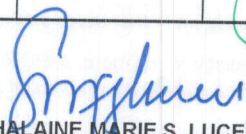
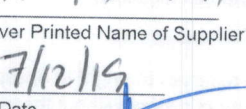
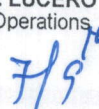
TIN: 162-377-746-002

Gentlemen:

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

Place of Delivery:	Hagnaya, San Remigio Cebu	Delivery Term:	Upon actual date of activity
Date of Delivery:	Pls. see dates stated below	Payment Term:	within 30 calendar days after the activity & receipt of billing.

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>Provision of board and lodging, catering and venue for the below mentioned activity.</b>			
		Title of Activity			
		<b>DRMD Mid-Year PREW</b>			
		<b>Availability:</b>			
	pax	<b>August 8, 2019</b>	40	1,600.00	64,000.00
	pax	<b>August 9, 2019</b>	40	1,000.00	40,000.00
		Live in Full Board with 3 meals and 2 snacks (Breakfast as first provision and Dinner as last provision)		total before tax	<b>104,000.00</b>
				5%	4,642.86
				2%	1,857.14
				Net Amount	<b>97,500.00</b>
		<b>Location:</b>			
		• North Cebu			
		<b>Neighborhood Data</b>			
		• The renting facility must not offer short-term lodging services (e.g. Motels); must not be situated across gambling establishment or casinos and others that may touch in cultural sensitivity like mortuaries or morgues and the like. The function has to be accessible by an elevator. Hotel must be a smoke-free zone in compliant to RA 9211 (Tobacco Regulation Act of 2003).			
		<b>Amenities</b>			
		<b>a. Conference Room</b>			
		• Use of one (1) Function Room (7AM-9PM) as the maximum that can accommodate the indicated number of pax with no middle obstructing post/object with wide space for workshop activities.			
		• No changing of assigned function room during the duration of the activity.			
		• Preferably function hall must be within the ground floor and if not, it should be accessible through an elevator.			
		• (Pls. specify name of function or function number in the "statement of compliance" column.-CONFERENCE A			
		<b>a. Space Requirements:</b>			
		• Conference arrangement/classroom type/bus type.			
		• Provision of 2 tables for the registration/working table for secretariat and for the laptop/projector.			
		<b>a. Audio Visual Requirements:</b>			
		• Use of one LCD projector for presentation.			
		• Complete Audio Visual at least 3 microphones (2 cord-less and 1 with wire).			
		• There has to be on call operator to assist in the AV needs.			
		• Audio Visual must be set up at least 1 hour before the activity. Use of whiteboard, extension cords, and Philippine Flag.			
		• No electrical charge for the use of equipment.			

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<ul style="list-style-type: none"> <li>Use of WIFI connection in the function room for the downloading, playing of presentations materials and videos required of the training.</li> <li><b>a. Room Requirements:</b> <ul style="list-style-type: none"> <li>Triple accommodation for 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.</li> <li>There has to be enough space to move within the room.</li> <li>With complimentary basic toiletries such as soap and shampoo.</li> <li>With free drinking water per request inside the room or with water refill station accessible in the nearby rooms.</li> <li>Preferably equipped with functional television. Use of WIFI connection.</li> <li>Rooms located 2<sup>nd</sup> floor and above should be accessible through an elevator.</li> </ul> </li> <li><b>a. Other Requirements:</b> <ul style="list-style-type: none"> <li>Provision of Backdrop and Welcome streamers/Lobby posting.</li> <li>There has to be enough number of stand-by-waiters to assist the participants.</li> <li>There has to be on call medical personnel. Free use of parking space.</li> <li>Free transportation for the secretariat from port to venue on the first day and from venue to port on the last day of the activity.</li> <li>Hotel must be a smoke-free zone in compliant to RA 9211 (Tobacco Regulation Act of 2003).</li> </ul> </li> <li><b>Catering Services: Buffet breakfast, lunch, dinner and 2 snacks (AM &amp; PM)</b> <ul style="list-style-type: none"> <li>Buffet Breakfast: Rice, 3 main courses (choice of fish not cream dory, beef, chicken, pork), 1 dessert (preferably fresh fruits), Drinks (coffee or hot chocolate)</li> <li>Buffet Lunch: Rice, Soup, appetizer 3 main courses (vegetable, fish, chicken and pork/beef), dessert (preferably fresh fruits and natural juices)</li> <li>AM/PM Snacks: variation of pasta, bread and pastries with natural juices.</li> <li>Flowing Coffee / Purified Drinking Water</li> </ul> </li> </ul>			
		<b>(Ref: PR No.: DSWD7-19-0792)</b>			
(Total Net Amount in Words)		Ninety seven thousand five hundred pesos only			<b>97,500.00</b>
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:	 Jackie D. Wiley Signature over Printed Name of Supplier		Very truly yours,  <b>SHALAINIE MARIE S. LUCERO</b> Director III/ ARD for Operations		
		 Date			
Funds Available		<b>LOUIE RAY C. VILLARIN, CPA</b> Regional Accountant		ALOBS No. : _____ Amount : _____	

AO 6/15/02

PO No. DSWD7-2019-AMP-533