

PURCHASE ORDER

Department of Social Welfare and Development

Field Office VII

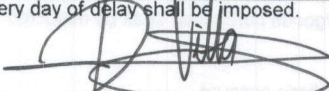
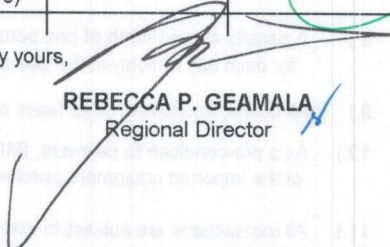
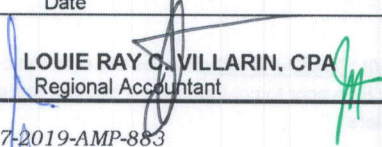
cor. MJ Cuenco Ave. & Gen. Maxilom Ave. , Cebu City Tel. # 2330261, 2338785 Fax # 4129908, 2321192

Supplier:	GOLDEN VALLEY HOTEL	PO No.	DSWD7-2019-AMP-883
Address:	155-A Pelaez St. Cebu City	Date:	09/27/2019
Contact No.:	253-8481/ 0905-522-3078	Mode of Procurement:	Lease of Venue
Contact Person:	Luena D. Villaver	TIN:	004-265-210-000
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 21-23,2019	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 :			
		Workshop on Formulation of Annual Budget Plan for Sama-Bajau Livelihood Leaders			
		Availability:			
	pax	<ul style="list-style-type: none"> November 21-22, 2019 (Live in Fullboard) Breakfast, Lunch, Dinner, AM and PM Snacks 	20	1600.00	64,000.00
	pax	<ul style="list-style-type: none"> November 23, 2019 (Live out) Breakfast, Lunch, Dinner, AM and PM Snacks 	20	1100.00	22,000.00
				Total before tax	86,000.00
				5%	3,839.29
				2%	1,535.71
				Net Amount	80,625.00
		Location: Metro Cebu			
		Neighborhood Data			
		<ul style="list-style-type: none"> 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			
		<ul style="list-style-type: none"> Use of (1) Function room (8am-6pm) that can accommodate the indicated number of pax with no middle obstructing post/object. (Pls. specify name of function or function number in the "statement of compliance" column.)-EMERALD/PDR 			
		a. Space Requirements:			
		<ul style="list-style-type: none"> Classroom arrangement Registration and working tables for secretariat with at least 4 chairs, small table near the projector for resource person with 1 chair. 			
		a. Light, Ventilation and Air-Conditioning			
		<ul style="list-style-type: none"> Proper Light, Ventilation and Air-Conditioning 			
		a. Audio Visual Requirements:			
		<ul style="list-style-type: none"> Complete audio-visual with at least 3 microphones (with working batteries for wireless microphone) 1 of 2 Free use of 1 LCD projector w/ screen. 			

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<ul style="list-style-type: none"> • Free use of 1 laptop computer • On-call operator a. Room Requirements: • Triple accommodation for pax with separate beds for male participants. Additional beds has to be 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 free drinking water per request inside the room or with water refill station accessible in the nearby rooms. Each room must be equipped with cabinet. Preferably equipped with functional refrigerator. Room for the secretariat and resource person must be with WIFI connection. a. Other Requirements <ul style="list-style-type: none"> • Free even tarpaulin • Free WIFI/internet connection in the function room • No electrical charge for use of DSWD equipment • White board with pens and eraser • Extension cords at least 3 • Standby waiter • Philippine flag Catering Services: <ul style="list-style-type: none"> • Meals: Rice, soup, 3 main dishes (choices fish not creamdory, chicken and pork/beef), dessert (assorted fruits in season) and natural fruit juice. • AM/PM Snacks: pasta/batchoy/pastries/bihon and bottled natural fruit juice • Others: Flowing purified drinking water, coffee and candies 			
		(Ref: PR No.: DSWD7-19-1292)			
(Total net amount in word)		Eighty thousand six hundred twenty five pesos			80,625.00
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:	 <u>LUENA D. VILLAYER</u> Signature over Printed Name of Supplier <u>10/04/19</u> Date	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-883