

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

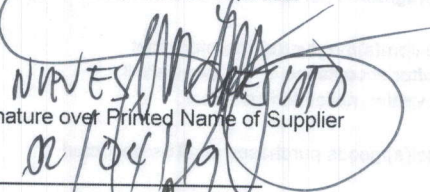
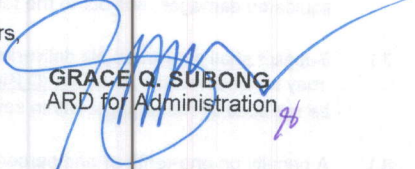
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|----------------------------------------------------------------|-------------------------------------|
| Supplier: GOLDEN PEAK HOTEL & SUITES | PO No. DSWD7-2019-AMP-047 |
| Address: Gorordo Ave, Cor. Escario St. , Kamputhaw , Cebu City | Date: 01/28/2019 |
| 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: | February 11, 2019 | Payment Term: | within 30 calendar days after the activity & receipt of billing. |

| Stock No. | Unit | Description | Quantity | Unit Cost | Amount |
|-----------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-----------------|-------------------|
| | | Provision of catering and venue for the activity for the below mentioned activity | | | |
| | | Title of Activity | | | |
| | | 68th DSWD Anniversary Celebration | | | |
| | | Availability: | | | |
| | pax | • February 11, 2019 | 400 | 750.00 | 300,000.00 |
| | | - Live out | | 5% | 13,392.86 |
| | | - 2 Meals & 1 Snack with venue rental | | 2% | 5,357.14 |
| | | Location: | | Total after tax | 281,250.00 |
| | | • Cebu Province | | | |
| | | Neighborhood Data | | | |
| | | • 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 | | | |
| | | • Use of (1) Function room (2pm – 8pm) that can accommodate the indicated number of pax with no middle obstructing post/object with wide space for workshop activities | | | |
| | | • (Pls. specify name of function or function number in the "statement of compliance" column.)- 5th FLOOR CONVENTION | | | |
| | | • Availability of strong WIFI connection in the function room for the downloading, playing of presentation materials and videos required for the orientation seminar. | | | |
| | | b. Space Requirements: | | | |
| | | • Registration/working table for secretariat, small table for the projector/ laptop | | | |
| | | • Formal dining arrangement (circular table) | | | |
| | | c. Light, Ventilation and Air-conditioning | | | |
| | | • Proper light ventilation and air-conditioning | | | |
| | | • Must have white bulbs and not yellow/dim to ensure good visual of participants for the entire session | | | |
| | | d. Audio Visual Requirements: | | | |
| | | • Use of one LCD projectors for presentation with screen. | | | |
| | | • Use of 1 laptop computer with basic application on Word, Excel, Power Point | | | |
| | | • Complete audio-visual with at least 3 microphones (with working batteries for wireless microphone) | | | |
| | | • There has to be on-call operator to assist in the AV needs. | | | |

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|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| | | <ul style="list-style-type: none"> • Provision of extension cords • Audio-visual must be set up at least 1 hour before the activity. • No electrical charge for the use of own equipment or charging of laptops. <i>e. Other Requirements:</i> <ul style="list-style-type: none"> • There has to be enough number of standby waiters to assist the participants. • Has to be and on call medical personnel and over-the-counter medicines • Use of whiteboard, podium and Philippine Flag • Provision of tarpaulin - welcome streamers for lobby/ entrance posting. Catering Services: 2 meals and 1 snack <ul style="list-style-type: none"> • Meals: Rice, soup, appetizer/salad, 3 main dishes (vegetable, fish not creamdory, chicken, pork/beef), dessert (preferably fruits) and natural juices • AM/PM Snacks: pasta/sandwich & fresh/natural juice • Flowing coffee / purified drinking water, candies on the table • Strictly no softdrinks <p style="text-align: center;">(PR ref. DSWD7-19-0231)</p> | | | |
| (Total Amount in Words) | | Two hundred eighty one thousand two hundred fifty pesos | | Net of tax | 281,250.00 |
| 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: |  Signature over Printed Name of Supplier Date: <u>02/04/19</u> | | Very truly yours, |  GRACE Q. SUBONG ARD for Administration | |
| Funds Available: LOUIE RAY C. VILLARIN, CPA Regional Accountant | | | ALOBS No. : _____ Amount : _____ | | |

AO 6/15/02

PO No. DSWD7-2019-AMP-047