

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 PEAK HOTEL & SUITES**

PO No. DSWD7-2019-AMP-1064

Address: Gorordo Ave, Cor. Escario St. , Kamputhaw , Cebu City

Date: 11/15/2019

Contact No.: 233-8111

Mode of Procurement: Lease of Venue

Contact Person: Arlyn Obguia

TIN: 228-372-701-000

Gentlemen:

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

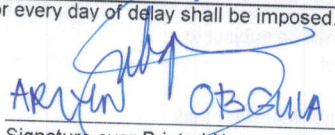
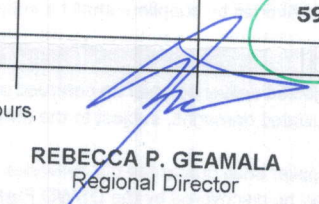
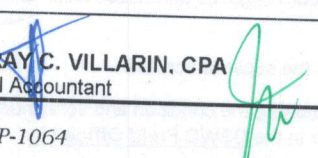
Place of Delivery: Cebu City

Delivery Term: Upon actual date of activity

Date of Delivery: 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
		Provision of catering and venue for the activity.			
		Title of activity :			
		Special Regional Management and Development Conference			
		Date:			
	pax	November 18, 2019			
		(live-out with venue rental)			
		Provision of Breakfast, Lunch, Dinner and AM/PM Snacks	55	1,150.00	63,250.00
		Location:			
		• Cebu City			
		Neighborhood Data			
		▪ 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			
		Requirements/inclusions			
		▪ Conference Room Requirement: Use of one (1) Function Room (7AM-8PM) as the maximum time of use) 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. Use of WIFI connection in the function room for the downloading, playing of presentation materials and videos required of the activity for free. -5TH Floor Mezzaine			
		▪ Space Requirement: Provision of 2 tables for the registration/working table for secretariat and for the laptop/projector.			
		Conversion of others rooms such as restaurant or bar type rooms into function room is not allowed.			
		▪ Audio Visual Requirement: Use of 1 LCD projector for presentation. Complete Audio visual with at least 3 microphones. There has to be on call operator to assist 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 / charging of own equipment such participant's laptop, tablets, cellphones, etc.			
		Details:			

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		Menu: <ul style="list-style-type: none"> Breakfast, Lunch and Dinner Buffet with AM and PM Snacks: <ul style="list-style-type: none"> Rice, 3 main courses (fish, chicken and vegetable) Soup, fruit Desserts Drinks natural juices etc. (NO SOFTDRINKS) Snacks: <ul style="list-style-type: none"> Sandwich/Bread/Pasta, Native Delicacies (must not be sweet-flavored), Natural juices sweet-sweet-flavored (NO SOFTDRINKS) Others: <ul style="list-style-type: none"> Flowing coffee/Purified Drinking Water 			
(Total net amount in word)		End User: PPD (Ref: PR No.: DSWD7-19-1622) Fifty nine thousand two hundred ninety six pesos and 88/100			59,296.88
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 <u>11/16/19</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

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