

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: BADIANG SPRING RESORT AND HOTEL			PO No. FO-17-228		
Address: Valencia, Bohol			Date: 5/4/2017		
Contact No.: 9173169006			Mode of Procurement: Agency to agency		
Contact Person: Marisyl S. Salise			TIN:		
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery:		Valencia, Bohol		Delivery Term: Upon actual date of activity	
Date of Delivery:				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 activity "Implementer's Training on the SLP 2017 Field Operations Manual (FOM)".			
		Title of Activity			
		Implementer's Training on the SLP 2017 Field Operations Manual (FOM)			
		Availability:			
		May 9-13, 2017			
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	pax	-Live-in (Full board with breakfast as the first -Breakfast, AM snacks, Lunch, PM snacks and	70 pax x 1,500.00 x 5 days	1,500.00	525,000.00
		Location and Site Condition:			
		- Valencia, Bohol			
		- Safe accessible parking space available within the vicinity of the building that is available to the DSWD vehicle and that of the participants.			
		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 one (1) function room (7am-5pm) that can accommodate the indicated number of pax with no middle obstructing post/object with wide space for workshops or structured learning activities such as dancing, exercise, workshop, small groupings etc.			
		- Conference must have soundproof wall.			
		- Need 2 break-out room as need arises.			
		- <i>(Pls. specify name of function or function number in the "statement of compliance" column.)</i>			
		- Function room flooring must be well-maintained and not slippery.			
		- Availability of 2 separate comfort rooms for Male and Female.			
		- No changing of assigned function room during the training.			
		- Use of WIFI connection in the function room for the downloading, playing of presentation materials and videos required of the training.			
		b. Space Requirements:			
		- World café setting.			
		- Provision of 2 tables for the registration/working table for secretariat and for the laptop/projector.			
		c. Light, Ventilation and Air-conditioning			
		- Proper light ventilation and air-conditioning			
		d. Audio Visual Requirements:			
		- Provision of free use of 1 LCD projector for presentation in function room with screen.			

	<ul style="list-style-type: none"> Complete audio-visual with at least three (3) microphones (1 wired microphone and 2 wireless microphones). 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. Availability of whiteboard, extension cords and Philippine flag. No electrical charge for the use of own equipment. 		
	<p>e. Room Arrangement/Requirements:</p> <ul style="list-style-type: none"> 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. There has to be enough space to move within the room. With complimentary basic toiletries such as soap and shampoo. With free drinking water per request inside the room or with water refill station accessible in the lobby to nearby rooms. Preferably equipped with functional television. Room for the secretariat and Resource Persons must be with WIFI internet connection. 		
	<p>f. Other Requirements:</p> <ul style="list-style-type: none"> Provision of backdrop and welcome streamers/lobby posting. Transportation for the secretariat from DSWD office to the venue in bringing supplies and equipment's in the 1st and last day. There has to be enough number of stand-by waiters to assist the participants. There has to be on-call medical personnel. At least have available over the counter medicine as need arises. 		
	<p>Catering Services: Buffet breakfast, lunch, dinner and 2 snacks (AM & PM)</p> <ul style="list-style-type: none"> Buffet Breakfast: Rice, 3 main courses (choice of fish, beef, chicken, pork), 1 dessert (preferably fruits) drinks (coffee or hot chocolate). Buffet Lunch/Dinner: Rice, soup, appetizer, 3 main dishes (vegetable, fish, chicken, and pork/beef), dessert (preferably fruits) and natural juices. AM/PM Snacks: variation of pasta, bread, native snacks and natural/local juice such as calamansi, buko, etc. No serving of cream dowry fish Others: Flowing coffee/ purified drinking water 		
	<p>Purpose: Implementer's Training on the SLP 2017 Field Operations Manual (FOM) on May 9-13, 2017</p>		
	(Ref: PR No.: DSWD7-17-0487)		
(Total Amount in Words)	Five hundred twenty-five thousand pesos only	Net of tax	525,000.00
<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>			
Conforme:	<p><i>Salise</i> Marisyl S. Salise Signature over Printed Name of Supplier</p>	<p>Very truly yours, MA. EVELYN B. MACAPOBRE, CESO III Director IV</p>	
	Date	<p>HERMINIA L. CABAHUG OF, Assistant Regional Director for Administrative</p>	
Funds Available:	<p>LOUIE RAY C. VILLARIN, CPA Regional Accountant</p>	ALOBS No. : _____ Amount : _____	

AO 6/18/02

PO No. PO-17-228

2 OF 2