



**PURCHASE ORDER**  
Department of Social Welfare and Development  
Field Office VII, Cebu City

Supplier:	<b>GOLDBERRY SUITES AND HOTEL CEBU / RED BARK TREASURES DEVELOPMENT CORP.</b>	PO No. <b>DSWD7-AMP-2024-136</b>
Address:	Escario St. Cor. Gonzales Compound Road, Kamputhaw, Cebu City	Date: <b>3/20/2024</b>
Contact No.:	0917-320-4577	Mode of Procurement: NP-Lease of Venue
Contact Person:	Jason Lim	TIN: 119-247-179-015

Gentlemen:

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

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		Provision of Board and Lodging, Catering Services and Venue for the <b>Training of Trainers on WASH &amp; LEARN</b>			
		<b>Batch 1</b>			
	pax	<b>April 02, 2024</b> FULL BOARD (Breakfast as the first provision and Dinner as last provision)	<b>15</b>	<b>2,000.00</b>	<b>30,000.00</b>
	pax	<b>April 02, 2024</b> LIVE-OUT (Breakfast as the first provision and Dinner as last provision)	<b>3</b>	<b>1,100.00</b>	<b>3,300.00</b>
	pax	<b>April 03, 2024</b> LIVE-OUT (Breakfast as the first provision and PM Snacks as last provision)	<b>18</b>	<b>800.00</b>	<b>14,400.00</b>
		<b>Batch 2</b>			
	pax	<b>April 04, 2024</b> FULL BOARD (Breakfast as the first provision and Dinner as last provision)	<b>15</b>	<b>2,000.00</b>	<b>30,000.00</b>
	pax	<b>April 05, 2024</b> LIVE-OUT (Breakfast as the first provision and Dinner as last provision)	<b>3</b>	<b>1,100.00</b>	<b>3,300.00</b>
	pax	<b>April 05, 2024</b> LIVE-OUT (Breakfast as the first provision and PM Snacks as last provision)	<b>18</b>	<b>800.00</b>	<b>14,400.00</b>
		Manner of Serving of Food: Guided Buffet (Breakfast, Lunch, Dinner, AM & PM Snacks)			
		<b>Neighborhood Data</b> 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.			
		<b>Amenities</b> <u>Requirements/inclusions</u> <b>Conference Room Requirement</b> Use of 1 Function Room " <b>Cristina</b> " (7AM- 9PM as the maximum) that can accommodate the indicated number of pax with no middle/side obstructing post/object with wide space for workshop activities. Venue must have a high ceiling. No changing of assigned function room during the whole duration of the activity. Tables shall be arranged such that the distance from the back of one chair to the back of another chair shall be more than 1 meter apart and the guests face each other from a distance of at least 1 meter under (RA 9593 or the Tourism Act of 2009). Availability of separate comfort rooms for Male and Female within or near the conference room.			

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p><b>Space Requirements:</b> World Café arrangement. Provision of 1 table for the registration/working table for the secretariat and for the laptop/projector. With ample space for workshops or activities like group role playing and other structured learning activities. With an elevated platform and lectern. *subject to change: Complaint to the existing IATF restriction guidelines.</p>			
		<p><b>WIFI Connection:</b> Available of strong WIFI connection in the function room for the downloading, playing of presentation materials and videos required for the training (to consult IT Team for the standard). At least 20 mbps for 50 pax; inclusion of LAN Connection as back-up for training team.</p>			
		<p><b>Lighting System</b> Must have enough white light bulbs and not yellow/dim bulbs to ensure good vision of participants for the entire session.</p>			
		<p><b>Audio Visual Requirements:</b> Use of 1 LCD projector in good condition for presentation. Complete functional Audio Visual (surround sound system) with at least 3 wireless microphones and 2 with wire. There has to be a standby operator to assist in the AV needs. Audio Visual must be set up at least 1 hour before the activity.</p>			
		<p><b>Room Requirement:</b> Triple sharing with separate bed for each pax that a distance of 1 to 2 meters between the beds is highly required. Preferably assigned rooms must be in the same floor of the function room or is accessible with an elevator fro rooms located higher than 3rd floor in consideration with pax who may be Senior Citizen or PWD. There must be a free provision of bottled water and basic toiletries like soap &amp; shampoo. TV and cabinet must be readily available in each room with enough hangers. Room for the secretariat and Resource Persons must be with WIFI connection (add wifi for participants).</p>			
		<p><b>Other Requirements</b> Provision of backdrop and digital lobby posting and Philippine Flag. Availability of whiteboard, marker and extension cord. No electrical charge for the use of own equipment. Provision of free paper and pen that corresponds to the number of participants. Free transportation for the secretariat from the Field Office (activities within Cebu) or Port (activities outside Cebu) to the venue in bringing supplies and equipment on the 1st day and last day of the activity. There has to be enough number of stand-by waiters to assist the participants. There has to be on-call medical personnel and available over-the-counter medicines. The hotel should be able to provide a certificate of Authority to Operate by the DOT safety sealed certificate must be attached for TWG. Hotel must be a smoke-free zone in compliance with RA 9211 with a No Smoking Poster visible at the lobby of the front desk. There should also be a No Human Trafficking Poster. <b>Hotels must provide Statement of Account, Menu and Rooming List on the last day of the activity. Payment is within 30 days after receipt of the complete set of supporting documents.</b></p>			

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>Catering Services: Buffet Meals and Snacks</b> <b>Breakfast:</b> Rice, 2 Main Courses (Choices of Pork, Beef, Chicken and Fish), Dessert (choice of assorted fruits), and Drinks (choices of hot chocolate or natural fruit juice) <b>Lunch and Dinner:</b> Rice, Soup, 3 Main Courses (Choices of chicken, pork, beef or fish) & 1 Vegetable Dish, Dessert (choices of assorted fruits, salad or cakes) and Drinks (choice of natural fruit juice) <b>AM / PM Snacks:</b> Choices of Pasta, Noodles, Sandwiches, Burgers or Native Kakanin and Natural Fruit Juice or Hoto Choco if applicable <b>Unlimited supply</b> of Coffee and Purified Drinking Water <b>NO serving</b> of CREAMDORY fish <b>NO serving</b> of BAM-E, PANSIT or BIHON (as viand) <b>Strictly NO</b> SOFTDRINKS, FLAVORED BOTTLED DRINKS & POWDER JUICES  <b>Purpose:</b> Provision of Board and Lodging, Catering Services and Venue for the participants of the said activity  <b>End User:</b> SFP  <b>(Ref: PR No.: DSWD7-24-0282)</b>			
<b>(Total Amount in Words)</b>		<b>Ninety Five Thousand Four Hundred Pesos</b>		<b>Gross Amount</b>	<b>95,400.00</b>
<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> <p style="text-align: right;">Very truly yours,</p> <p style="text-align: right;"><i>Shalaine Marie S. Lucero</i>  <b>SHALAINIE MARIE S. LUCERO, CESO IV</b>  Regional Director</p> <p>Conforme: _____  Signature over Printed Name of Supplier</p> <p>_____ Date</p>					
Funds Available:	<b>SOFRONIO S. TABIGUE, JR., CPA</b> Regional Accountant			ALOBS No. : _____ Amount : _____	

PO No. DSWD7-AMP-2024-136

## NOTICE OF AWARD

March 20, 2024

**JASON LIM**

Authorized Representative  
Goldberry Suites and Hotel Cebu / Red Bark Treasures Development Corp.  
Escario St. Cor. Gonzales Compound Road, Kamputhaw, Cebu City

Dear Mr. Lim:

Greetings!

We are glad to notify you that the **Provision of Board and Lodging, Catering Services and Venue for Training of Trainers on WASH & LEARN** under RFQ No. **DSWD7-2024-0282** is hereby awarded to **Goldberry Suites and Hotel Cebu / Red Bark Treasures Development Corp.** amounting **Ninety-Five Thousand Four Hundred Pesos (Php 95,400.00)**.

Please signify your conformity by affixing your signature on the space provided below and return this Notice of Award to the Procurement Management Section immediately upon receipt.

Failure to conform to this award shall constitute sufficient ground for cancellation and will be awarded to the second (2nd) lowest and responsive quotation.

Thank you.

Very truly yours,

  
**SHALAINIE MARIE S. LUCERO, CESO IV**  
Regional Director

Conforme:

**JASON LIM**

Authorized Representative

Date: \_\_\_\_\_

## NOTICE TO PROCEED

March 20, 2024

**JASON LIM**

Authorized Representative

Goldberry Suites and Hotel Cebu / Red Bark Treasures Development Corp.  
Escario St. Cor. Gonzales Compound Road, Kamputhaw, Cebu City

Dear **Mr. Lim:**

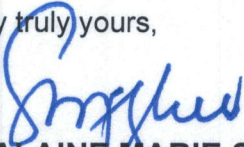
Greetings!

Please be informed that you may now proceed as the Service Provider for the contract entitled **Provision of Board and Lodging, Catering Services and Venue for Training of Trainers on WASH & LEARN** under PO No. **DSWD7-AMP-2024-136** amounting to **Ninety-Five Thousand Four Hundred Pesos (Php 95,400.00)**, inclusive of all applicable government taxes.

This Notice binds you to your price proposal, schedule of requirements, technical specifications, and other terms and conditions stipulated in the Purchase Order. Please note that complete delivery of goods/services shall be made on April 2-5, 2024.

Kindly affix your signature and the corresponding date in the space provided below:

Very truly yours,

  
**SHALAINÉ MARIE S. LUCERO, CESO IV**  
Regional Director

Conforme:

**JASON LIM**

Authorized Representative

Date: \_\_\_\_\_