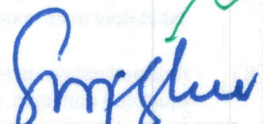




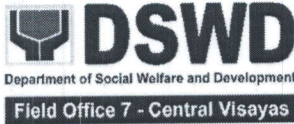
PURCHASE ORDER
Department of Social Welfare and Development
Field Office VII, Cebu City

Supplier:	4K's SEASIDE RESTAURANT	PO No. DSWD7-AMP-2024-147
Address:	San Vicente St., Bogo City, Cebu	Date: 3/25/2024
Contact No.:	232-2008 / 0906-541-2162	Mode of Procurement: NP-Lease of Venue
Contact Person:	Aiza Gelig	TIN: 332-855-131-000

Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery:		Within Bogo City, Cebu	Delivery Term:		Upon Actual Date of Activity
Date of Delivery:		Pls. see dates stated below	Payment Term:		within 30 calendar days after receipt of billing.
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		Provision of Catering Services and Venue for the NORTH CEBU QUARTERLY POO MEETING			
		Dates:			
	pax	APRIL 2, 2024 <i>Liveout: AM snacks as the first provision and PM snacks as the last provision</i>	29	500.00	14,500.00
	pax	JUNE 24, 2024 <i>Liveout: AM snacks as the first provision and PM snacks as the last provision</i>	29	500.00	14,500.00
	pax	SEPTEMBER 30, 2024 <i>Liveout: AM snacks as the first provision and PM snacks as the last provision</i>	29	500.00	14,500.00
	pax	NOVEMBER 26, 2024 <i>Liveout: AM snacks as the first provision and PM snacks as the last provision</i>	29	500.00	14,500.00
	meeting	Venue Rental	4	5,000.00	20,000.00
		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.			
		Amenities			
		Requirements/inclusions			
		Conference Room Requirement: Use of one (1) Function Room "2nd Flr Bldg. Function Hall" (7AM- 7PM as the maximum) that can accommodate double the number of pax indicated 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. Availability of separate comfort rooms for Male & Female within or near the conference room.			
		Space Requirements: Classroom Type shape arrangement with a provision of 1 table for the registration/working table for secretariat and for the laptop/projector.			
		Lighting System of Conference Room: Must have enough white light bulbs and not yellow/dim bulbs to ensure good vision of participants for the entire session.			
		Audio Visual Requirement: 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. Availability of whiteboard, extension cords, and Philippine Flag. No electrical charge for the use of our own equipment.			
		WiFi Connection: Available WIFI connection in the function room should be at least 100 mbps for the downloading, playing of presentation materials and videos required for the training. - Inclusion of LAN Connection as back-up for the training team. Availability of separate comfort rooms for Male & Female within or near the conference room.			

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p>Other Requirements:</p> <p>Provision of Backdrop or digital lobby posting. Transportation for the secretariat from 4Ps Cebu Provincial Operations Office to the venue in bringing supplies and equipment on the 1st day and last day of the activity. There has to be enough 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 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 or front desk. There should also be a No Human Trafficking Poster.</p> <p>Hotels must provide Statement of Account, and Menu on the last day of the activity. Payment is within 30 days after submission of complete and correct documents from the service provider.</p>			
		<p>Catering Services: Buffet Meals and Snacks</p> <p>Menu:</p> <p>Lunch: Rice, Soup, 3 main dishes (vegetable, pork, fish, chicken and beef)</p> <p>Dessert: (choice of fresh fruits, fruit salad or pastries like cake) and natural juices</p> <p>AM/PM Snacks: Variations of pasta, bread, pastries, burgers, pizza, native snacks and natural/local juice (like Lemon grass, Calamansi, Buko, Watermelon or Cucumber, etc.)</p> <p>Unlimited supply of Coffee and Purified/mineral Drinking Water</p> <p>Strictly NO serving of cream dory fish, powder juice and soft drinks</p> <p>Purpose: Provision of Catering Services and Venue for the participants of the said activity</p> <p>End User: PPPP</p>			
		(Ref: PR No.: DSWD7-24-0248)			
		(Total Amount in Words)		Gross Amount	78,000.00
<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>					
<p>Conforme: _____ Signature over Printed Name of Supplier</p> <p>_____ Date</p>			<p>Very truly yours,  SHALAINÉ MARIE S. LUCERO, CESO IV Regional Director</p>		
<p>Funds Available: _____ SOFRONIO S. TABIGUE, JR., CPA Regional Accountant</p>			<p>ALOBS No. : _____ Amount : _____</p>		

PO No. DSWD7-AMP-2024-147



NOTICE OF AWARD

March 25, 2024

AIZA GELIG
Authorized Representative
4K's Seaside Restaurant
San Vicente St., Bogo City, Cebu

Dear **Ms. Gelig:**

Greetings!

We are glad to notify you that the **Provision of Catering Services and Venue for North Cebu Quarterly POO Meeting** under RFQ No. **DSWD7-2024-0248** is hereby awarded to **4K's Seaside Restaurant** amounting **Seventy-Eight Thousand Pesos (Php 78,000.00)**.

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,


SHALAIN MARIE S. LUCERO, CESO IV
Regional Director

Conforme:

AIZA GELIG
Authorized Representative

Date: _____



NOTICE TO PROCEED

March 25, 2024

AIZA GELIG
Authorized Representative
4K's Seaside Restaurant
San Vicente St., Bogo City, Cebu

Dear **Ms. Gelig**:

Greetings!

Please be informed that you may now proceed as the Service Provider for the contract entitled **Provision of Catering Services and Venue for North Cebu Quarterly POO Meeting** under **PO No. DSWD7-AMP-2024-147** amounting to **Seventy-Eight Thousand Pesos (Php 78,000.00)**, 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, June 24, September 30, and November 26, 2024.

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

Very truly yours,


SHALAINEMARIE S. LUCERO, CESO IV
Regional Director

Conforme:

AIZA GELIG
Authorized Representative

Date: _____