

PURCHASE ORDER

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

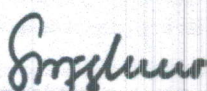

Supplier: **BELLVIEW KUZZINA BAR**
Address: Poblacion, Siquijor, Siquijor
Contact No.: 0906-338-3890
Contact Person: Mariecar Masayon

PO No. **DSWD7-AMP-2024-211**
Date: **04/11/2024**
Mode of Procurement: NP-Lease of Venue
TIN: 933-007-800-000

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

Place of Delivery:	Within Siquijor, Siquijor or Nearby Municipalities	Delivery Term:	Upon Actual Date of Activity within 30 calendar days after receipt of billing.
Date of Delivery:	Pls. see dates stated below	Payment Term:	

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
Provision of Catering Services and Venue for the following activities					
1. SIKUIJOR TEAM POO MEETING					
Dates:					
	pax	April 26, 2024 LIVE OUT : Lunch, AM and PM snacks (AM Snacks as the first provision and PM Snacks as last provision)	17	500.00	8,500.00
	pax	June 28, 2024 LIVE OUT : Lunch, AM and PM snacks (AM Snacks as the first provision and PM Snacks as last provision)	17	500.00	8,500.00
	pax	September 27, 2024 LIVE OUT: Lunch, AM and PM snacks (AM Snacks as the first provision and PM Snacks as last provision)	17	500.00	8,500.00
	pax	November 22, 2024 LIVE OUT: Lunch, AM and PM snacks (AM Snacks as the first provision and PM Snacks as last provision)	17	500.00	8,500.00
	meeting	Venue Rental	4	7,000.00	28,000.00
2. SIKUIJOR PCC/PAC MEETING					
Dates:					
	pax	April 16, 2024 LIVE OUT: Lunch, AM and PM snacks (AM Snacks as the first provision and PM Snacks as last provision)	30	500.00	15,000.00
	pax	June 11, 2024 LIVE OUT: Lunch, AM and PM snacks (AM Snacks as the first provision and PM Snacks as last provision)	30	500.00	15,000.00
	pax	September 10, 2024 LIVE OUT: Lunch, AM and PM snacks (AM Snacks as the first provision and PM Snacks as last provision)	30	500.00	15,000.00
	pax	November 12, 2024 LIVE OUT: Lunch, AM and PM snacks (AM Snacks as the first provision and PM Snacks as last provision)	30	500.00	15,000.00
	meeting	Venue Rental	4	7,000.00	28,000.00
3. STRENGTHENING TEAM CONNECTIONS AMONG SIKUIJOR PANTAWID PAMILYANG PILIPINO WORKFORCE THROUGH VARIOUS WELLBEING ACTIVITIES					
Date:					
	pax	May 31, 2024 LIVE OUT: Lunch, AM and PM snacks (AM Snacks as the first provision and PM Snacks as last provision)	17	500.00	8,500.00
	meeting	Venue Rental	1	7,000.00	7,000.00
Details: AM snacks as the first provision and PM snacks as last provision; Lunch should be served as assisted buffet					
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 "Bellview Kuzzina Bar" (7AM- 11PM 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.					

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p>Space Requirements: U shape arrangement with a provision of 1 table for the registration/working table for secretariat and for the laptop/projector.</p> <p>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.</p> <p>Audio Visual Requirement: Use of 2 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.</p> <p>WIFI Connection: 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) -- atleast 20 mbps for 50 pax; Inclusion of LAN Connection as back-up for training team.</p> <p>Other Requirements: Provision of Backdrop or digital lobby posting. 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)</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: Lunch: Rice, Soup, 3 main dishes (vegetable, pork, fish, chicken and beef) Dessert: (choice of fresh fruits, fruit salad or pastries like cake) and natural juices 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.) Unlimited supply of Coffee and Purified/mineral Drinking Water 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>			
		End User: PPPP			
		(Ref: PR No.: DSWD7-24-0246)			
		One Hundred Sixty Five Thousand Five Hundred Pesos		Gross Amount	165,500.00
		(Total Amount in Words)			
<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: <u>Maricela J. Masayon</u> Signature over Printed Name of Supplier April 12, 2024 Date</p>		<p>Very truly yours,  SHALAINA MARIE S. LUCERO, CESO IV Regional Director</p>			
<p>Funds Available:</p>		<p> RAMONITA B. MONTAÑEZ AOIV / OIC, Accounting Section</p>		<p>ALOBS No. : _____ Amount : _____</p>	

NOTICE OF AWARD

April 11, 2024

MARIECAR MASAYON
Authorized Representative
Bellview Kuzzina Bar
Poblacion, Siquijor, Siquijor

Dear Ms. Masayon:

Greetings!

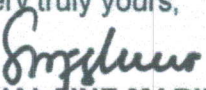
We are glad to notify you that the **Provision of Catering Services and Venue for the following activities: Siquijor Team POO Meeting, Siquijor PCC/PAC Meeting, and Strengthening Team Connections among Siquijor Pantawid Pamilyang Pilipino Workforce Through Various Wellbeing Activities** under RFQ No. DSWD7-2024-0246 is hereby awarded to **Bellview Kuzzina Bar** amounting **One Hundred Sixty Five Thousand Five Hundred Pesos (Php 165,500.00)**.

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:


MARIECAR MASAYON
Authorized Representative

Date: April 12, 2024

NOTICE TO PROCEED

April 11, 2024

MARIECAR MASAYON
Authorized Representative
Bellview Kuzzina Bar
Poblacion, Siquijor, Siquijor

Dear Ms. Masayon:

Greetings!

Please be informed that you may now proceed as the Service Provider for the contract entitled **Provision of Catering Services and Venue for the following activities: Siquijor Team POO Meeting, Siquijor PCC/PAC Meeting, and Strengthening Team Connections among Siquijor Pantawid Pamilyang Pilipino Workforce Through Various Wellbeing Activities** under PO No. **DSWD7-AMP-2024-211** amounting to **One Hundred Sixty-Five Thousand Five Hundred Pesos (Php 165,500.00)**, 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 CY 2024.

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

Very truly yours,



SHALAIN MARIE S. LUCERO, CESO IV
Regional Director

Conforme:

MARIECAR MASAYON
Authorized Representative

Date: April 12, 2024