



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

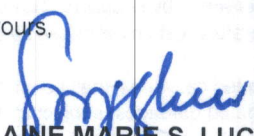
Supplier:	HAGNAYA BEACH RESORT & RESTAURANT / DIOSDADO S. URSAL	PO No. DSWD7-AMP-2024-240
Address:	Hagnaya, San Remigio, Cebu	Date: 4/24/2024
Contact No.:	0917-623-0377	Mode of Procurement: NP-Lease of Venue
Contact Person:	Jackielou D. Wiley	TIN: 162-377-746-002

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

Place of Delivery:	Within Cebu North	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 Board and Lodging, Catering Services and Venue for the ROLL-OUT ON THE SLP GUIDELINES, MONITORING TOOLS AND INFORMATION SYSTEM UNDER USBONG PHASE			
		Dates:			
	pax	May 7, 2024 FULL BOARD : PM snacks as the first provision and dinner as las provision with accommodation	70	1,900.00	133,000.00
	pax	May 8, 2024 FULL BOARD : 3 meals, 2 snacks and accommodation	70	2,500.00	175,000.00
	pax	May 9, 2024 FULL BOARD : 3 meals, 2 snacks and accommodation	70	2,500.00	175,000.00
	pax	May 10, 2024 Liveout : Breakfast as first provision and Lunch as last provision	70	700.00	49,000.00
		Manner of Serving of Food: Breakfast, Lunch and Dinner 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 "Ella Hall" (7AM- 9PM as the maximum) that can accommodate 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 change 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 & Female within or near the conference room			

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p>WIFI Connection: Available WIFI connection in the function room should be at least 100mbps for the downloading, playing of presentation materials and videos required for the training. Inclusion of LAN Connection as back-up for the training team.</p> <p>Lighting System Must have enough white light bulbs and not yellow/dim bulbs to ensure good vision of participants for the entire session.</p> <p>Space Requirements: World Cafe / Classroom arrangement with a maximum of 100% operational capacity. Provision of 1 table for the registration/working table for secretariat and for the laptop/projector. With ample space for workshops or activities like group role playing and other structured learning activities. With elevated platform and lectern.</p> <p>Audio Visual Requirements: Use 2 LCD projector in good condition for presentation. Complete Functional Audio Visual (surround sound system) with at least 3 wireless microphones and 4 with wire. There has to be a standby operator to assist in the AV needs and the 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>Room Requirements: Double sharing with separate beds 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 for 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 & shampoo. The 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 of at least 100mbps.</p> <p>Other Requirements Provision of Backdrop or digital lobby posting. Transportation for the secretariat from DSWD Field office 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 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>			

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p>Catering Services: Buffet Meals and Snacks</p> <p>Menu: Breakfast: Rice, Soup, 3 main courses (choice of pork, chicken, beef, fish, eggs), 1 dessert (preferably fruits) - Drinks (coffee, hot chocolate or juice) Lunch/Dinner: Rice, Soup, 1 vegetable course - 3 main dishes (pork, fish, chicken and beef) - fresh fruit juice - Dessert (choice of fresh fruits, fruit salad or pastries like cake) AM/PM snacks: variation of pasta, bread, pastries, burgers, pizza, native snacks and natural/local juice (like Lemonade, Calamansi, Buko, Watermelon or Cucumber, etc.)</p> <p>Unlimited supply of Coffee and Purified/mineral drinking water Strictly No serving of cream dory fish, powdered juice and softdrinks Strictly No serving of Pansit as viand</p> <p>Purpose: Provision of Board and Lodging, Catering Services and Venue for the participants of the said activity</p> <p>End User: SLP</p> <p align="center">(Ref: PR No.: DSWD7-24-0403)</p>			
		(Total Amount in Words)		Gross Amount	532,000.00
<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:</p> <p>_____</p> <p>Signature over Printed Name of Supplier</p> <p>_____</p> <p>Date</p>	<p align="right">Very truly yours,</p> <p align="right"></p> <p align="right">SHALAINE MARIE S. LUCERO, CESO IV Regional Director</p>				
<p>Funds Available:</p>	<p align="center">PAOLO GILBERTO B. CAPUL, CPA Regional Accountant</p>			<p>ALOBS No. : _____</p> <p>Amount : _____</p>	

PO No. DSWD7-AMP-2024-240

NOTICE OF AWARD

April 24, 2024

JACKIELOU D. WILEY

Authorized Representative

Hagnaya Beach Resort & Restaurant /

Diosdado S. Ursal

Hagnaya, San Remigio, Cebu

Dear **Ms. Wiley**:

Greetings!

We are glad to notify you that the **Provision of Board and Lodging, Catering Services and Venue for Roll-Out on The SLP Guidelines, Monitoring Tools and Information System under USBONG Phase** under **RFQ No. DSWD7-2024-0403** is hereby awarded to **Hagnaya Beach Resort & Restaurant / Diosdado S. Ursal** amounting **Five Hundred Thirty Two Thousand Pesos (Php 532,000.00)**.

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,



SHALAINIE MARIE S. LUCERO, CESO IV
Regional Director

Conforme:

JACKIELOU D. WILEY

Authorized Representative

Date: _____

NOTICE TO PROCEED

April 24, 2024

JACKIELOU D. WILEY

Authorized Representative
Hagnaya Beach Resort & Restaurant /
Diosdado S. Ursal
Hagnaya, San Remigio, Cebu

Dear **Ms. Wiley**:

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 Roll-Out on The SLP Guidelines, Monitoring Tools and Information System under USBONG Phase** under PO No. **DSWD7-AMP-2024-240** amounting to **Five Hundred Thirty-Two Thousand Pesos (Php 532,000.00)**, 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 May 7-10, 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:

JACKIELOU D. WILEY
Authorized Representative

Date: _____