



PURCHASE ORDER

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

Supplier: FIVE PLUS FIVE ALLIANCE CORPORATION DOING BUSINESS UNDER THE NAMES AND STYLES OF NOBLE BY GRAND REGAL HOTELS	PO No. DSWD7-AMP-2024-241
Address: Gov. M. Cuenco Ave., Kasambagan, Cebu City Contact No.: 0917-117-8887 Contact Person: Melissa Carmela Concepcion	Date: 4/25/2024 Mode of Procurement: NP-Lease of Venue TIN: 009-762-268-000

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

Place of Delivery:	Within Cebu City	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 EMPOWERMENT AND REAFFIRMATION OF PATERNAL ABILITIES (ERPAT) SUMMIT			
		Dates:			
	pax	May 30, 2024 <i>Fullboard: Breakfast, Lunch, Dinner, AM and PM snacks with accommodation</i>	24	2,410.00	57,840.00
	pax	May 30, 2024 <i>Liveout: Breakfast, Lunch, Dinner, AM and PM snacks</i>	51	1,100.00	56,100.00
	lot	Venue Rental	1	----	----
		Details: Meals: should be served as assisted buffet Snacks: should be served as individual pack/plate			
		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 "Regalla" (8AM- 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. 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.			
		Space Requirements: World Café Arrangement. With a maximum of 50% operational capacity and 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.			
		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.			
		Room Requirement: Double 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 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 and 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.			
		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.			

