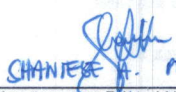
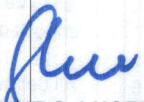
 DSWD <small>Department of Social Welfare and Development</small>		PURCHASE ORDER Department of Social Welfare and Development Field Office VII, Cebu City			
Supplier: ONE CENTRAL HOTEL AND SUITES CORP.		PO No. DSWD7-AMP-2025-145			
Address: 9-10/f One Central Tower, L. Kilat St., Cor Sanciangko, Cebu City Contact No.: 0998-586-1678 Contact Person: Shaniese A. Pepito		Date: April 3, 2025 Mode of Procurement: NP-Lease of Venue TIN: 009-843-414-000			
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 Catering Services and Venue for the following activities			
		A. Family Week Celebration			
		Dates:			
	pax	September 25, 2025 LIVE-OUT: (Lunch and Afternoon Snacks)	100	550.00	55,000.00
	pax	Venue Rental (Conference Room)	1	5,000.00	5,000.00
		B. Regional Inter-Agency Committee on Filipinos Family (RIACFF) Quarterly Meeting			
		Dates:			
	pax	April 30, 2025 (1st quarter)	15	550.00	8,250.00
	pax	June 13, 2025 (2nd quarter)	15	550.00	8,250.00
	pax	September 25, 2025 (3rd quarter)	15	550.00	8,250.00
	pax	November 21, 2025 (4th quarter)	15	550.00	8,250.00
		LIVE-OUT: (Lunch and Afternoon Snacks)			
	meeting	Venue Rental (Conference Room)	4	2,000.00	8,000.00
		For the 15 pax, Food (Lunch) will be family size			
		Manner of Serving Food: Breakfast and 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 "100 pax (Sequoia uno) and 15 pax (Sequoia Primero)" (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. The venue must have a high ceiling. 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.			
		Space Requirement:			
		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 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.			
		Audio Visual Requirement:			
		Use 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 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.			
		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 training team.			

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		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. 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 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. Hotels must provide SOA and menu on the last day of the activity. Payment is within 30 days after receipt of the complete set of supporting documents.			
		Catering Services: Lunch: Rice, Soup, 1 vegetable dish, 2 main dishes (pork, fish, chicken and beef) Dessert: (choice of fresh fruits, fruit salad or pastries like cake) and natural juices 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			
		Purpose: Provision of Catering Services and Venue for the participants of the said activity End User: Family Combased			
(Ref: PR No.: DSWD7-25-0223A)					
(Total Amount in Words)		One Hundred One Thousand Pesos		Gross Amount	101,000.00
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.					
Conforms:  Signature over Printed Name of Supplier			Very truly yours,  SHALAINA MARIE S. LUCERO, CESO III Regional Director		
Date: APR 08 2025					
Funds Available: PAOLO GILBERTO B. CAPUL, CPA Regional Accountant			ALOBS No.: _____ Amount: _____		

PO No. DSWD7-AMP-2025-145

NOTICE OF AWARD

April 3, 2025

SHANIESE A. PEPITO

Authorized Representative
One Central Hotel and Suites Corp.
9-10/f One Central Tower, L. Kilat St.,
Cor Sanciangko, Cebu City

Dear **Ms. Pepito**:

Greetings!

We are glad to notify you that the **Provision of Catering Services and Venue for the Family Week Celebration and Regional Inter-Agency Committee on Filipinos Family (RIACFF) Quarterly Meeting under RFQ No. DSWD7-2025-0223A** is hereby awarded to **One Central Hotel and Suites Corp.** amounting to **One Hundred One Thousand Pesos (Php 101,000.00).**

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.

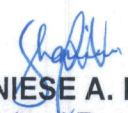
Failure to conform to this award shall constitute sufficient ground for cancellation and will be awarded to the second (2nd) lowest and responsive quotation.

Thank you.

Very truly yours,


SHALAINÉ MARIE S. LUCERO, CESO III
Regional Director

Conforme:


SHANIESE A. PEPITO
Authorized Representative

Date: _____

NOTICE TO PROCEED

April 3, 2025

SHANIESE A. PEPITO

Authorized Representative
One Central Hotel and Suites Corp.
9-10/f One Central Tower, L. Kilat St.,
Cor Sanciango, Cebu City

Dear **Ms. Pepito**:

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 Family Week Celebration and Regional Inter-Agency Committee on Filipinos Family (RIACFF) Quarterly Meeting** under **PO No. DSWD7-AMP-2025-145** amounting to **One Hundred One Thousand Pesos (Php 101,000.00)**, 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 September 25, 2025 and April 30, June 13, September 25, and November 21, 2025.

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

Very truly yours,


SHALAINE MARIE S. LUCERO, CESO III
Regional Director

Conforme:


SHANIESE A. PEPITO
Authorized Representative

Date: _____

APR 08 2025