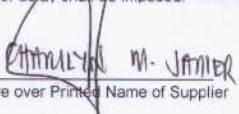



PURCHASE ORDER					
Department of Social Welfare and Development Field Office VII					
cor. MJ Cuenco Ave. & Gen. Maxilom Ave., Cebu City Tel. # 2330261, 2338785 Fax # 4129908, 2321192					
Supplier: SARROSA INTERNATIONAL HOTEL AND RESIDENTIAL SUITES		PO No.	FO-17-405		
Address: F - Cabahug St., Kasambagan, Cebu City		Date:	15/06/2017		
Contact No.: 2325811 LOCAL 112		Mode of Procurement:	Lease of venue		
Contact Person: Chanilyn Janier		TIN:	220-356-956-000		
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery:	Cebu City		Delivery Term:	Upon actual date of activity	
Date of Delivery:			Payment Term:	within 30 calendar days after the activity & receipt of billing	
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		Provision of board and lodging, catering and venue for the activity "MCCT Parent Leaders Training Level II"			
		Title of Activity			
		MCCT Parent Leaders Training Level II			
		Availability:			
		1. June 28-30, 2017			
		2. July 5-7, 2017			
		3. July 12-14, 2017			
		4. July 19-21, 2017			
		5. July 26-28, 2017			
		6. August 2-4, 2017			
		7. August 9-11, 2017			
		8. August 16-18, 2017			
		June 28-30, 2017			
	pax	-Live-in (Full Board)	81 pax x 1,200.00 x 3 days	1,200.00	291,600.00
		-Breakfast, AM snacks, Lunch, PM snacks and Dinner			
		July 5-7, 2017			
	pax	-Live-in (Full Board)	67 pax x 1,200.00 x 3 days	1,200.00	241,200.00
		-Breakfast, AM snacks, Lunch, PM snacks and Dinner			
		July 12-14, 2017			
	pax	-Live-in (Full Board)	55 pax x 1,200.00 x 3 days	1,200.00	198,000.00
		-Breakfast, AM snacks, Lunch, PM snacks and Dinner			
		July 19-21, 2017			
	pax	-Live-in (Full Board)	68 pax x 1,200.00 x 3 days	1,200.00	244,800.00
		-Breakfast, AM snacks, Lunch, PM snacks and Dinner			
		July 26-28, 2017			
	pax	-Live-in (Full Board)	71 pax x 1,200.00 x 3 days	1,200.00	255,600.00
		-Breakfast, AM snacks, Lunch, PM snacks and Dinner			
		August 2-4, 2017			
	pax	-Live-in (Full Board)	55 pax x 1,200.00 x 3 days	1,200.00	198,000.00
		-Breakfast, AM snacks, Lunch, PM snacks and Dinner			
		August 9-11, 2017			
	pax	-Live-in (Full Board)	54 pax x 1,200.00 x 3 days	1,200.00	194,400.00
		-Breakfast, AM snacks, Lunch, PM snacks and Dinner			
		August 16-18, 2017			
	pax	-Live-in (Full Board)	54 pax x 1,200.00 x 3 days	1,200.00	194,400.00
		-Breakfast, AM snacks, Lunch, PM snacks and Dinner			
				Gross Amount	1,818,000.00
		Location and Site Condition:		5%	81,160.71
		- Cebu City		2%	32,464.29

	<ul style="list-style-type: none"> Safe accessible parking space available within the vicinity of the building that is available to the DSWD vehicle and that of the participants. 			<i>Tax Amount</i>	1,704,375.00
	<ul style="list-style-type: none"> With sturdy and strong structural foundation that can cater huge number of persons. 				
	<ul style="list-style-type: none"> Continuous water supply, accessible and clean comfort rooms with free sanitizer, soap and tissue paper. 				
	<ul style="list-style-type: none"> Lighting system is compliant with the standards provided by the Building Code of the Philippines. 				
	<ul style="list-style-type: none"> Accessible emergency exit and alarm with standby fire extinguisher and automatic sprinkler if necessary. 				
	<ul style="list-style-type: none"> All equipment and facilities properly cleaned and maintained. 				
	<ul style="list-style-type: none"> Exhibits professional ambiance. 				
	<ul style="list-style-type: none"> Adequate security service (24/7). 				
	Neighborhood Data				
	<ul style="list-style-type: none"> The venue must not offer short-term lodging services and not adjacent to casinos, night clubs, bar shows and funeral facilities. 				
	Amenities				
	a. Conference Room				
	<ul style="list-style-type: none"> Use of one (1) function room on the first day (from 7am to 10am) and on the last day (from 3pm to 6pm) of activity that can accommodate the indicated number of pax per schedule. Bidders should specify the function room to be offered. 				
	<ul style="list-style-type: none"> Use of two (2) function rooms from 7am to 8pm that can accommodate the indicated number of pax (has the capacity allowance for 30 pax as minimum and 50 pax as maximum) with no middle obstruction post/object with ample space for workshops or activities like group role playing and other structured learning activities. Bidders should specify the function room to be offered. 				
	<ul style="list-style-type: none"> <i>(Pls. specify name of function or function number in the "statement of compliance" column.)</i> 				
	<ul style="list-style-type: none"> If applicable, elevator must be available on the floor where the Conference Room is located. 				
	<ul style="list-style-type: none"> Availability of 2 separate comfort rooms for Male and Female. 				
	<ul style="list-style-type: none"> No changing of assigned function room during the training. 				
	<ul style="list-style-type: none"> Available WIFI connection in the function room for the downloading playing of presentation materials and videos required for the training for each function room. 				
	b. Space Requirements:				
	<ul style="list-style-type: none"> World Café Setting, 6 participants per table. 				
	<ul style="list-style-type: none"> Provision of 1 table for the registration and working table for secretariat and 1 table for the laptop and projector for each function room. 				
	c. Light, Ventilation and Air-conditioning				
	<ul style="list-style-type: none"> Proper light ventilation and air-conditioning 				
	d. Audio Visual Requirements:				
	<ul style="list-style-type: none"> Free use of 1 laptop and 1 LCD projector with screen for presentation for each function room. 				
	<ul style="list-style-type: none"> Complete functional Audio Visual with at least 3 microphones (1 wired and 2 wireless) for each function room. 				
	<ul style="list-style-type: none"> There has to be standby operator to assist in the AV needs for each function room. 				
	<ul style="list-style-type: none"> Audio Visual must be set up at least 1 hour before the activity for each function room. 				
	<ul style="list-style-type: none"> Use of whiteboard, extension cords and Philippine flag per function room. 				
	<ul style="list-style-type: none"> No electrical charge for the use of own equipment for each function room. 				
	e. Room Arrangement/Requirements:				

	· Fully air-conditioned and proper light ventilation.			
	· Triple accommodation for pax with separate beds for each pax.			
	· Additional bed has to be in level with others and should not only be a mattress in the floor.			
	· There has to be enough space to move within the room.			
	· With complimentary basic toiletries such as soap and shampoo.			
	· With free drinking water per request inside the room or with water refill station accessible in the lobby to nearby rooms.			
	· Each room must be equipped with cabinet.			
	· Rooms must be equipped with functional television.			
	· Room for the secretariat and Resource Persons must be with WIFI internet connection.			
	f. Other Requirements:			
	· Hotel personnel to conduct orientation on the use of hotel rooms and facilities during the opening program.			
	· Provision of one pencil for each participant.			
	· Provision of backdrop and welcome streamers/lobby posting.			
	· Free use of telephone for local calls in the function room/guest rooms.			
	· Transportation for the secretariat from DSWD office to the venue in bringing supplies and equipment's in the 1 st and last day of every batch.			
	· There has to be enough number of stand-by waiters to assist the participants.			
	· On-call medical personnel in case of emergency.			
	· At least have available over the counter medicine as need arises.			
	· Customer friendly staff.			
	Menu Specifications/Requirements			
	Day 1			
	<i>Breakfast (Buffet)</i>			
	Plain Rice			
	Pork Tocino			
	Scrambled Egg w/ Onion			
	Pineapple/Papaya			
	Soluble Coffee			
	Hot Choco			
	<i>AM Snacks</i>			
	Meatroll			
	Pineapple Juice			
	<i>Lunch (Buffet)</i>			
	Chicken Tinola Soup			
	Banana Blossom Balls with Sweet Chili Sauce			
	Cheesy Pork Ribs Caldereta			
	Watermelon			
	Orange Juice			
	<i>PM Snacks</i>			
	Condensed Cinamon Waffle			
	Calamansi Juice			
	<i>Dinner (Buffet)</i>			
	Bird's Nest Plain			
	Grilled Belly in Tomato and Cucumber			
	Chicken Casserole			
	Pineapple/Watermelon			
	Orange Juice			
	Day 2			
	<i>Breakfast (Buffet)</i>			
	Plain Rice			
	Sausage/Hotdog			
	Crispy Bacon			
	Watermelon			
	Soluble Coffee			
	Hot Choco			
	<i>AM Snacks</i>			
	Ham and Cheese Roll			
	Calamansi Juice			

	<i>Lunch (Buffet)</i> Ham and Cabbage Soup Sweet and Sour Fish(no cream dory) Buttered Chicken Pineapple/Panava Orange Juice		
	<i>PM Snacks</i> Siopao Pineapple Juice		
	<i>Dinner (Buffet)</i> Sinigang Soup Pancit Chopsuey Breaded Porkchop Pineapple Orange Juice		
	Day 3		
	<i>Breakfast (Buffet)</i> Plain Rice Sunny side up egg Chorizo De Cebu Papava Soluble Coffee Hot Choco		
	<i>AM Snacks</i> Buko Pie Pineapple Juice		
	<i>Lunch (Buffet)</i> Creamy Mushroom Soup Humba Bam-i Pineapple Orange Juice		
	<i>PM Snacks</i> Puto Cheese Orange Juice		
	<i>Dinner (Buffet)</i> Chicken Gumbo Soup Springroll Beef Steak Pineapple/Watermelon Orange Juice		
	Additional Specifications		
	<ul style="list-style-type: none"> · PAYMENT OF BILLINGS - Within seven (7) working days after every activity, the service provider shall submit the following supporting documents as basis for payment. Bill will be on a guarantee basis on the 1st day and actual participants on the succeeding days. - Guest Folio with accompanying Rooming List, and - Statement of Account · Terms of payment is within 30 days per receipt of all supporting documents stated above. 		
	Purpose: MCCT Parent Leaders Training Level II on June 28-30, 2017, July 5-7, 2017, July 12-14, 2017, July 19-21, 2017, July 26-28, 2017, August 2-4, 2017, August 9-11, 2017, and August 16-18, 2017		
	(Ref: PR No.: DSWD7-17-0553-B)		
(Total Net Amount in Words)	One million seven hundred-four thousand three hundred seventy-five pesos only		1,704,375.00
<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:  M. JANNER Signature over Printed Name of Supplier</p> <p style="text-align: right;">Very truly yours, MA. EVELYN B. MACAPOBRE, CESO III Director IV</p> <p style="text-align: right;"> HERMINIA L. CABAHUG OK- Assistant Regional Director for Administration</p> <p>Funds Available: LOUIE RAY C. VILLARIN, CPA Regional Accountant</p> <p>ALOBS No. : _____ Amount : _____</p>			

AO 6/15/02
PO No. PO-17-405