
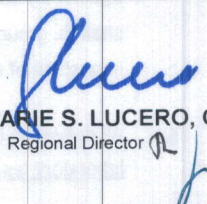
 DSWD <small>Department of Social Welfare and Development</small>		PURCHASE ORDER <small>Department of Social Welfare and Development Field Office VII, Cebu City</small>			
Supplier: GOLDEN PRINCE HOTEL AND SUITES / Address: Archbishop Reyes Ave. Cebu City Contact No.: 0968-563-2563 Contact Person: Dioda Libosana		PO No. DSWD7-AMP-2025-092 Date: March 13, 2025 Mode of Procurement: NP-Lease of Venue TIN: 211-745-841-000			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery:		Within Cebu City and Nearby Cities			
Date of Delivery:		Delivery Term: upon actual date of activity			
		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 Capacity Building for CBOs on Financial Management			
		Date:			
	pax	May 8, 2025 (Fullboard: Lunch, Dinner, AM & PM Snacks) Note: Breakfast will be served on day 2	17	3,000.00	51,000.00
	pax	May 8, 2025 Live out (Lunch, AM and PM Snacks)	3	700.00	2,100.00
	pax	May 9, 2025 Liveout: Lunch, AM and PM snacks Breakfast from the 1st day	20	700.00	14,000.00
		Manner of Serving Food: Breakfast, Lunch, Dinner, AM snacks and PM snacks (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			
		Conference Room Requirement: Use of one (1) Function Room " Emerald " (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. 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 & Female within or near the conference room.			

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p>Space Requirements: World Café arrangement. With a maximum of *80% 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 an elevated platform and lectern. *Compliant to the existing IATF restriction guidelines.</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) -- at least 100 mbps for 50 pax; Inclusion of LAN Connection as back-up for training team.</p>			
		<p>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.</p> <p>Lighting System Must have enough white light bulbs and not yellow/dim bulbs to ensure good visual of participants for the entire session.</p> <p>Other Requirements Provision of Backdrop or digital lobby posting. Provision of transportation for the secretariat from DSWD Field Office VII to the venue in bringing supplies and equipment on the 1st day and last day of the activity. 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). A 70% solution alcohol or alcohol-based sanitizers must be provided on strategic locations accessible to the guests. 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 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
		Catering Services: Breakfast: Rice, Soup, 3 main courses (choice of chicken, beef, fish), 1 dessert (preferably fruits), Drinks (coffee or hot chocolate) Lunch/Dinner: 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: Variation 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 food and venue for the said participants End User: EPAHP			
		(Ref: PR No.: DSWD7-25-0205)			
(Total Amount in Words)		Sixty Seven Thousand One Hundred Pesos		Gross Amount	67,100.00
<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> Signature over Printed Name of Supplier</p> <p>MARIA Q 20230251</p>		<p>Very truly yours,</p> <p> SHALAINA MARIE S. LUCERO, CESO III Regional Director</p>			
<p>Funds Available:</p> <p>PAOLO GILBERTO B. CAPUL, CPA Regional Accountant</p>		<p>Date</p>			

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