



# PURCHASE ORDER

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

Supplier: **WATERWORLD CEBU PHILIPPINES**

Address: UN Avenue, Brgy. Opao, Mandaue City

Contact No.: 0927-079-1288

Contact Person: ROY SALVADOR

PO No. **DSWD7-AMP-2025-126**

Date: **March 28, 2025**

Mode of Procurement: NP-Lease of Venue

TIN: 009-746-011-00001

Gentlemen:

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

Place of Delivery: Within Cebu City and nearby City/Municipality

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

## Annual C/MAT Assembly

### Dates:

**pax April 1, 2025**

FULLBOARD: Breakfast, Lunch, Dinner, AM and PM snacks  
(Breakfast as the first provision and Dinner as last provision)

**152**

**2,950.00**

**448,400.00**

**pax April 2, 2025**

LIVE OUT: Breakfast, Lunch, AM and PM snacks  
(Breakfast as the first provision and PM Snacks as last provision)

**152**

**1,100.00**

**167,200.00**

**Details:** Breakfast, Lunch and Dinner should be served as an assisted buffet. AM/PM Snacks should be plated

### 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 that is collapsible **"Coral Room 1&2 3rd Floor"** (7AM- 11PM 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 change of assigned function room during the whole duration of the activity. Availability

#### Space Requirements:

U Shape 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.

#### 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.

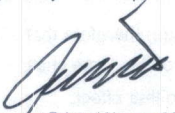
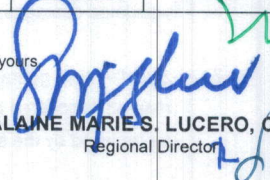

#### Audio Visual Requirement:

Use 2 LCD projector in good condition for presentation. Complete functional Audio Visual (surround sound system) with at least 6 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.



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|-----------|------|--|----------|-----------|--------|
|           |      | <b>Lighting System</b><br>Must have enough white light bulbs and not yellow/dim bulbs to ensure good visual of participants for the entire session.<br><b>Room requirement:</b><br>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.<br><b>Other Requirements</b><br>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 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.<br><b>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.</b> |          |           |        |
|           |      | <b>Catering Services:</b><br><b>Breakfast Meal :</b> Rice, 3 Main Dishes: Choices of Beef, Pork, Chicken, Fish, and Egg / Cold Cuts, 1 Vegetable Dish<br><b>Dessert:</b> Choice of Fresh Tropical Fruits or Pastries or Salads<br><b>Drinks:</b> (Choices of: at least 500 ml Bottled Water or 330ml Bottled Natural / Fresh Juice or 240ml Canned Juice ), hot choco or coffee<br><b>Lunch / Dinner Meal :</b> Soup (should be stock or cream - based, with pieces of meat cuts, may be thick / thin / smooth textured), Rice, 2 Main Dishes: Choices of Beef, Pork, Chicken, and Fish, 1 Vegetable Dish<br><b>Dessert:</b> Choice of Fresh Tropical Fruits or Pastries or Salads<br><b>Drinks:</b> (Choices of: 330ml Bottled Natural Juice / Fresh or 240ml Canned Juice )<br><b>Snacks (AM and PM)</b><br><b>Choice of any of the following:</b><br>(a) Sandwiches with sides (Clubhouse or similar with in size)<br>(b) Burgers with sides<br>(c) Pasta with toasted bread / bun (Pasta should be 1 cup)<br>(d) Noodle Dish (e.g. Pancit/Bihon)<br>(e) Breads / Pastries - should provide appropriate portion size per serving<br>(f) Native Kakanin - should provide at least 3 variety per serving"<br><b>Drinks:</b> (Choices of: 330ml Bottled Natural / Fresh Juice or 240ml Canned Juice ); for native kakanin, may be paired with either hot chocolate or coffee   |          |           |        |



| Stock No.   | Unit   | Description  | Quantity   | Unit Cost           | Amount            |
|---|--|--|--|---------------------|-------------------|
|   |  | <b>Other Specifications:</b><br>No serving of CREAMDORY fish<br>No serving of BAM-E, PANSIT or BIHON (as alternate of one of the main course)<br>No serving of SODA (Softdrinks), Flavored Bottled Drinks , and Powdered Juices<br>All drinks delivered should be in the appropriate temperature Cold or Hot.<br>Provision of flowing coffee and availability of water dispensers or bottled water   |  |                     |                   |
|   |  | <b>Requirements:</b><br>: Food must be delivered between TIME (e.g. 8:00 AM to 9:00 AM) for Breakfast and AM snack, TIME for Lunch and PM snack, and TIME for Dinner<br>: Main Course (Meat and Chicken) should have at least 100 grams cooked weight per serving, vegetables should be 1 cup per serving, dessert should be of proportionate serving.<br>: The end-user should inform the service provider of the final menu at least (5) days prior to the conduct of the meeting / activity. And any changes will immediately be coordinated.<br>: Service providers should not make any changes on the final menu / food choices without the approval of the end-user.<br>: Meals should be packaged in a container (may either be: Chaffing Dish, aluminum pans, and thick paperboard pans) that is sturdy, leak and spill-proof. Soup and dessert should be in a separate container.<br>: Service provider must bring the Delivery Receipt, Sales Invoice or Billing Statement and Menu upon delivery to fast track the processing of payments.<br><b>Purpose:</b> provision of accommodation, food and venue for the said participants<br><b>End User:</b> PANTAWID |  |                     |                   |
|   |  | (Ref: PR No.: DSWD7-25-0332)   |  |                     |                   |
| <b>(Total Amount in Words)</b>  |  | <b>Six Hundred Fifteen Thousand Six Hundred Pesos</b>  |  | <b>Gross Amount</b> | <b>615,600.00</b> |
| 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. |  |  |  |                     |                   |
| Conforme:   | <br>Signature over Printed Name of Supplier<br><b>ROY J. SALVADOR</b>   |  | Very truly yours,<br><br><b>SHALAINE MARIE S. LUCERO, CESO III</b><br>Regional Director |                     |                   |
| Funds Available:  | Date<br><b>MAR 31 2025</b><br><br><b>RAMONITA B. MONTANEZ</b><br><b>PAOLO GILBERTO B. CAPUL, CPA</b><br>Regional Accountant |  |  |                     |                   |

PO No. DSWD7-AMP-2025-126



## NOTICE OF AWARD

March 28, 2025

**ROY SALVADOR**

Authorized Representative  
Waterworld Cebu Philippines Corporation  
UN Avenue, Brgy. Opao, Mandaue City

Dear **Mr. Salvador**:

Greetings!

We are glad to notify you that the **Provision of Board and Lodging, Catering Services and Venue for the Annual C/MAT Assembly under RFQ No. DSWD7-2025-0332** is hereby awarded to **Waterworld Cebu Philippines Corporation** amounting to **Six Hundred Fifteen Thousand Six Hundred Pesos (Php 615,600.00)**.

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,

  
**SHALAINE MARIE S. LUCERO, CESO III**  
Regional Director

Conform to:

  
**ROY SALVADOR**  
Authorized Representative

Date: MAR 31 2025

## NOTICE TO PROCEED

March 28, 2025

**ROY SALVADOR**

Authorized Representative  
Waterworld Cebu Philippines Corporation  
UN Avenue, Brgy. Opao, Mandaue City

Dear **Mr. Salvador**:

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 the Annual C/MAT Assembly** under **PO No. DSWD7-AMP-2025-126** amounting to **Six Hundred Fifteen Thousand Six Hundred Pesos (Php 615,600.00)**, 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 April 1-2, 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:

  
**ROY SALVADOR**  
Authorized Representative

Date: MAR 31 2025