

PURCHASE ORDER

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT

IBP Road, Constitution Hills, Quezon City

RUSA

260

Supplier :	ASIAN INSTITUTE OF MANAGEMENT (AIM CONFERENCE CENTER MANILA)	PO No. :	2018-03-0189
Address :	Benavidez Corner Trasierra Street Legaspi Village, Makati	Date :	March 21, 2018
Tel. No. :	*09175406623	Mode of Procurement :	NP - Lease of Venue
TIN :	000-436-390-000		

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

Place of Activity:	Benavidez Corner Trasierra Street Legaspi Village, Makati	Delivery Term:	
Date of Activity:	March 22-24, 2018	Payment Term:	Fifteen (15) to Thirty (30) days upon completion of supporting documents

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
	pax	Procurement of Board and Lodging for the conduct of OSEC Transition Planning Workshop and Preparation for CY 2019 Budget Requirements Guaranteed Pax : 35 pax Date of Activity: March 22-24, 2018 Check-in time: 2:00 pm March 22, 2018 Check-out time: 12:00 nn March 24, 2018 Occupancy: Triple sharing room Type of Serving: Plated AM and PM Snack Guided buffet for breakfast, lunch & dinner not less than three (3) kinds of viands inclusive of chicken, pork, beef, fish and vegetables dish, dessert (fruits or sweets) and one (1) round of beverage. Serving Schedule: March 22: Lunch, PM Snacks, Dinner March 23: Breakfast, AM Snack, Lunch and Dinner March 24: Breakfast, AM Snack, PM Snacks	40	1,800.00 x 2 days	144,000.00
	pax	Additional Food provision on March 24, 2018 Lunch page 1 of 2 ✓	40	200.00	8,000.00

(Total Amount in Words)	One Hundred Fifty Two Thousand Pesos Only	P	152,000.00
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In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

The supplier/service provider is required to submit the billing statement within five (5) working days after the conduct of the activity.

Conforme: *GERALDO DE CAYRE*
Signature over printed name of Supplier
3/22/18
Date

Very truly yours, *Aleli B. Bawagan*
ALELI B. BAWAGAN
Signature over Printed Name of Authorized Official
Assistance Secretary For OSEC Group
Designation

Fund Cluster: 00000-1-1
Funds Available: 2018-01-1
Jubie Leah Mae S. Coles
Signature over Printed Name of Chief Accountant/
Head of Accounting Division/Unit

ORS/BURS No.: 01-AND-2018-03-0189
Date of the ORS/BURS: 3-22-18
Amount: 152,000.00

876
03-0189
09/27/18
USDA

PURCHASE ORDER

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT
IBP Road, Constitution Hills, Quezon City

#260

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

PSR

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Date of Activity:	March 22-24, 2018	Payment Term:	Fifteen (15) to Thirty (30) days upon completion of supporting documents

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
		<p><i>Provided and Free use of the following:</i></p> <p>Triple sharing in separate beds per pax with basic toiletries for each participant</p> <p>Fully air-conditioned bedrooms</p> <p>Fully air-conditioned big conference room that can accommodate 33 pax and conference room will be used from March 22 12:00 noon to March 24 5:00 pm</p> <p>Free one (1) unit of LCD projector and Two (2) wide screen with splitter and sound system with atleast 4 microphone</p> <p>Flowing water and coffee at the conference room</p> <p>WIFI, LCD projector and screen, white board, markers, erasers , extension wires with atleast 3 microphones</p> <p>Parking space for atleast 5 vehicles</p> <p>Preferably with pool for the outdoor activities</p> <p>Note: Hotels/Restaurant/Resort should not be offering short terms lodging associated with motels and hotels should not be situated across or beside gambling establishment or casinos</p> <p style="text-align: center;">xxxxxxxxxxxxxxxxnothing followsxxxxxxxxxxxxx</p> <p>Reference PR No. 2018030680 AOQ No. 18-0227 NP-LV</p> <p style="text-align: right; font-size: 10pt;">page 2 of 2 ✓</p>			

(Total Amount in Words)	One Hundred Fifty Two Thousand Pesos Only	P	152,000.00
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Conforme:

[Signature]

Signature over printed name of Supplier

3/21/18

Date

Very truly yours, *[Signature]*

ALELI B. BAWAGAN

Signature over Printed Name of Authorized Official
Assistance Secretary For OSEC Group

Designation

Fund Cluster: 100001-17

Funds Available: 152,000.00

[Signature]

JUBIE LEAH MAE. S. COLES

Signature over Printed Name of Chief Accountant/
Head of Accounting Division/Unit

ORS/BURS No.: 18-01101-0018-03-00347

Date of the ORS/BURS: 03-22-18

Amount: 152,000.00