

PURCHASE ORDER

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

493

Supplier :	SUNNY GLADES PROPERTIES CORPORATION (Tagaytay Haven Hotel)	PO No. :	2018-06-0505
Address :	Mendez Crossing West, Tagaytay City, Cavite	Date :	June 1, 2018
Tel. No. :	(046)413-1175; (02)267-7107; 0922-8637434 (Sheila A. Opeña, Sales Executive)	Mode of Procurement :	NP-Lease of Venue
Company TIN :	215-833-339-000		
PhilGEPS Reg. No.	2007-40333		

Gentlemen:

PSR

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

Place of Delivery/Service:	within Region IV-A, Tagaytay City, Tagaytay Haven Hotel	Delivery Term:	
Date of Delivery/Service:	June 4 to 8, 2018 ✓	Payment Term:	within Fifteen to Thirty (15-30) days upon completion of supporting documents

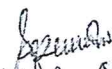
Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
	lot	Board and Lodging for the conduct of Writeshop on the Development of Manual Guide for RLA Operations (Batch 1) Venue/Location: Within Region IV-A, Tagaytay City Date of Activity: June 4 to 8, 2018 ✓ Total Number of Participants: Thirty-three (33) pax Type of Room/ Bed Sharing: Triple Sharing in separate beds Check-In Date and Time: June 4, 2018 at 2:00 PM Check-Out Date and Time: June 8, 2018 at 12:00 PM Food Requirements and Type of Service: Breakfast, Lunch and Dinner: Guided Buffet with three (3) viands: Fish (STRICTLY NO CREAM DORY), vegetables and meat (beef or chicken) with rice, soup, fruits/desserts and alternate of softdrinks, iced tea or juice for drinks AM Snack and PM Snack: Set Plated with alternate of softdrinks, iced tea or juice for drinks NOTE: There are Muslim, Vegetarian and Adventist participants. Schedule of Food Servings: June 4, 2018 - AM Snack, Lunch, PM Snack and Dinner June 5, 2018 - Breakfast, AM Snack, Lunch, PM Snack and Dinner June 6, 2018 - Breakfast, AM Snack, Lunch, PM Snack and Dinner June 7, 2018 - Breakfast, AM Snack, Lunch, PM Snack and Dinner June 8, 2018 - Breakfast	1	1,500.00 per head x 4 days x 33 pax	198,000.00

(Total Amount in Words)	One Hundred Ninety-Eight Thousand Pesos.	P	198,000.00
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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:


SHEILA A. OPEÑA
 Signature over printed name of Supplier

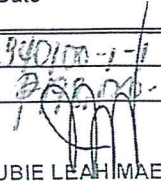
 Date

Very truly yours,


MARITES M. MARISTELA
 Signature over Printed Name of Authorized Official
 Director, Standards Bureau

 Designation

Page 1 of 2 pages

Fund Cluster: _____
 Funds Available: _____

JUBIE LEAHIMAE S. COLES
 Signature over Printed Name of Chief Accountant/
 Head of Accounting Division/Unit

ORS/BURS No.: 02101101-1012-116-106009
 Date of the ORS/BURS: _____
 Amount: ₱198,000.00

OFFICE

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IBP Road, Constitution Hills, Quezon City

#493

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Date of Delivery/Service:	June 4 to 8, 2018	Payment Term:	within Fifteen to Thirty (15-30) days upon completion of supporting documents

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
		<p>Other Requirements:</p> <ul style="list-style-type: none"> • Spacious Function Room that can accommodate at least 35 pax with Airconditioning Unit with STRONG WIFI Connection and conducive for session with small group workshop • With Secretariat Room which will be used for the whole duration of activity • With available First Aid Kit if and whenever needed • Conference room and/or session hall must not have pillars at the center • With backdrop inside the training venue and notepad and pens at the conference room • Has standby personnel who will attend to needs like audio equipment concerns and food concerns • Free use of function room till at least 9:00 PM <u>should there be night sessions needed and/or when needed only.</u> • Free use of TV, DVD Player, LCD Screen (wide screen), extension cords, masking tapes, whiteboard and marker, Audio/Sound System with at least four (4) wireless microphones • Unlimited Coffee, Tea, Mineral Water and Candies <p style="text-align: center;">x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x</p> <p>References: AOQ No. 18-0593 NP-LV; PR No. 2018051520</p>			

(Total Amount in Words)	P
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Conforme:

Very truly yours,



SHEILA A. OPEÑA
 Signature over printed name of Supplier
JUN 01 2018
 Date

Page 2 of 2 pages


MARITES M. MARISTELA
 Signature over Printed Name of Authorized Official
 Director, Standards Bureau
 Designation

Fund Cluster: 30000-1-1

Funds Available: 2,190,000


JUBIE LEAH MAE S. COLES
 Signature over Printed Name of Chief Accountant/
 Head of Accounting Division/Unit

ORS/BURS No.: 02-101101-2018-06-01009

Date of the ORS/BURS: _____

Amount: 2,190,000.00