

PURCHASE ORDER

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

#538

Supplier	LINDEN SUITES INC.	PO No.	2018-06-C544
Address	37 San Miguel Ave., Ortigas Center Pasig City	Date	June 18, 2018
Tel. No.	6387878 local 8304	Mode of Procurement	NP Lease of Venue
TIN	005-035-641-000		

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

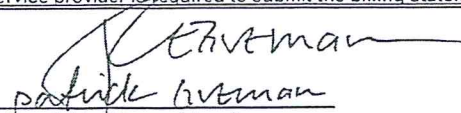

Place of Delivery	LINDEN SUITES, INC.	Delivery Term	
Date of Delivery	June 25-29, 2018	Payment Term	within 15-30 calendar days upon completion of supporting documents.

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
	pax	<p>Board & Lodging for the conduct of Consultation Workshop on the Assessment of the Functionality of Local Social Welfare and Development Offices (LSWDOs)</p> <p>Minimum Guaranteed Pax : 40 pax ✓</p> <p>Room Accommodation : Triple Sharing (individual bed per pax)</p> <p>Check-in Date and Time : June 25, 2018 at 2:00 P.M. ✓</p> <p>Check-Out Date and Time : June 29, 2018 at 12:00 NOON ✓</p> <p>Type of Serving : Guided Buffet for Breakfast, Lunch and Dinner (Minimum of three (3) viands) with soup, dessert and drinks/beverage and Plated AM and PM Snacks with cold drinks/beverage (7:00 A.M. to 8:00 P.M.)</p> <p>Schedule of Serving: June 25, 2018 - PM Snack and Dinner June 26-28, 2018 - Breakfast, AM Snack, Lunch, PM Snack, and Dinner June 29, 2018 -Breakfast, AM Snack, and Lunch</p> <p>Inclusions: *Free flowing coffee/tea, water and candy *Complimentary room for the secretariat Preferred Function Room (Conference Set-Up): *1 Plenary Hall which can accommodate 50-60 pax from 8:00 AM to 5:00 P.M. *Preferably at the ground floor; *White Board, Pen and Extension cord for laptop; *Free use of Sound System, Rostrum and Microphones (2 wireless mic for the Presenter & 4 wired mic for the participants) *With registration and extra tables for the participants. *With free pencil and memo pad at the table per pax; *Free use of LCD Projector with Wide Screen; *No additional charges for own equipment (LCD, laptops, etc.); *With free reliable and fast wifi internet connection that can run simultaneously with 20 electronic devices (i.e. mobile phones, laptops and tablet PC etc); no intermittent and no down-time *with free parking space *with free welcome streamer/banner of ideal size for the activity;</p> <p>PR No. 2018051442 / AOQ No. 18-0638 NP LV ✓</p>	49	P1,780.00	P348,880.00

Total Amount in Words: Three Hundred Forty-Eight Thousand Eight Hundred Eighty Pesos. P348,880.00

At least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for everyday of delay. Once the cumulative amount of liquidated damages reaches 10 percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other causes 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:  Very truly yours, 
 Signature Over Printed Name of Supplier: Rafael Gutman Signature over Printed Name of Authorized Official: RHODORA G. ALDA
 Date: June 21, 2018 Designation: OIC-Director, PDPB

Fund Cluster: 3000000-1-4 ORS/BURS No. 02-10101-2018-06-00070
 Funds Available: P348,880.00 Date of the Amount: 06-18-18
P348,880.00
 Signature Over Printed Name of Chief Accountant/Head of Accounting Division/Unit: JUBIE LEAH MAE S. COLES 