

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

Supplier :	THE LINDEN SUITES	PO No. :	2018-06-0554
Address :	37 San Miguel Ave, Ortigas Center, Pasig	Date :	June 19, 2018
Tel. No. :	638-7878	Mode of Procurement :	KC-NCDDP - Shopping
TIN :	005-035-641-000		

Gentlemen:

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

Place of Delivery:	37 San Miguel Ave, Ortigas Center, Pasig	Delivery Term:	
Time of Delivery:	June 20-23, 2018	Payment Term:	Fifteen (15) to Thirty (30) days upon completion of supporting documents

Qty	Unit	Description	Quantity	Unit Amount	Amount
		Board and Lodging for the Conduct of 2018-2020 KC-NCDDP Research and Evaluation Agenda Workshop			
		Date: June 20-23, 2018			
		Room Accommodation: 3 pax per room in seraprate beds			
		Number of Participants: 53 (Live-in)			
	pax	Check In Date & Time: June 20, 2018, 2:00 PM	52	1,800.00	280,800.0
	pax	Check Out Date & Time: June 23, 2018, 12:00 NN	52	x 3 nights	
	pax	Check In Date & Time: June 21, 2018, 2:00 PM	1	1,800.00	3,600.0
	pax	Check Out Date & Time: June 23, 2018, 12:00 NN	1	x 2 nights	
		Schedule of Serving:			
	pax	June 20, 2018: Lunch, PM Snacks, Dinner	52		
	pax	June 21: Breakfast	52		
	pax	June 21, 2018: AM Snack, Lunch, PM Snack and Dinner	53		
	pax	June 22, 2018: Breakfast AM Snack, Lunch, PM Snack and Dinner	53		
	pax	June 23, 2018: Breakfast	53		
	pax	June 23, 2018 AM Snack	52		
		Type of Serving: Filipino Menu			
		Plated: AM and PM Snacks (with cold beverage/drinks)			

Page 1 of 3 pages

Total Amount in Words)	Two Hundred Eighty Four Thousand Four Hundred Pesos Only	P	284,400.0
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In case of failure to make the full delivery within the time specified above, a penalty of one percent (1%) for every day of delay shall be imposed on the undelivered item/s.

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

USEC. MARIA LOURDES T. JARABE

Signature over Printed Name of Authorized Official
 Deputy National Program Director and OIC,

KALAHI CIDSS-NCDDP

Designation

Date

Fund Cluster:

ORS/BURS No.:

Available:

Date of the ORS/BURS:

Amount

MA. KARINEZ S. NONONG

Signature over Printed Name of Chief Accountant/

OIC Division Chief Acctg. Division for Special Projects, FMS

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Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
		Guided Buffet: Breakfast, Lunch and Dinner - minimum of 3 viands (beef/pork/chicken, fish and vegetables), Rice, Dessert, Cold Drinks Menu: Filipino Menu Inclusions: Fully air-conditioned bedrooms with television set and complete toiletries Fully air-conditioned function rooms that can accommodate 70 pax - Free use of whiteboards, eraser, extension wires and cords for laptops and LCD Projector - Good quality sound system with microphones with at least 3 pcs with standby audio technician. Complimentary of backdrop/ tarpaulin in the function room Free flowing coffee/tea and candies during session Free strong WIFI Connections <i>Page 2 of 3 pages</i>			

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Very truly yours,

Signature over printed name of Supplier

USEC. MARIA LOURDES T. JARABE

Signature over Printed Name of Authorized Official
Deputy National Program Director and OIC,

KALAHI CIDSS-NCDDP

Designation

Date

Fund Cluster:	_____
Funds Available:	_____
MA. KARINEZ S. NONONG Signature over Printed Name of Chief Accountant/ OIC Division Chief Acctg. Division for Special Projects, FMS	

ORS/BURS No.:	_____
Date of the ORS/BURS:	_____
Amount	_____

