

# PURCHASE ORDER

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT

IBP Road, Constitution Hills, Quezon City

Supplier :	LA VIRGINIA LEISURE PARK AND AMUSEMENT RESORT INC.	PO No. :	2018-06-0558
Address :	Brgy. Mangahan, Mataas na Kahoy, Batangas	Date :	June 19, 2018
Tel. No. :	CP No. 0933-868-9219 (Ms. Sally)	Mode of Procurement :	NP - Lease of Venue
TIN :	008-146-036-000		

Gentlemen:

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

Place of Activity:	Brgy. Mangahan, Mataas na Kahoy, Batangas	Delivery Term:	
Date of Activity:	June 25-29, 2018 and June 26-29, 2018	Payment Term:	Fifteen (15) to Thirty (30) days upon completion of supporting documents

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
Lot 1	pax	<p>Title of the Activity: Board and Lodging for the conduct of Leadership Training thru Formation, Integrity and Accountability in Public Service ✓</p> <p>Minimum Guaranteed Pax: 58 participants ✓</p> <p>Room Sharing: Maximum of Triple sharing (individual beds per pax)</p> <p>Check-in Date &amp; Time: June 25, 2018 (2:00pm check-in time) ✓</p> <p>Check-Out Date &amp; Time: June 29, 2018 (12:00nn check-out time) ✓</p> <p>Menu Selection: Hotel to submit menu</p> <p>Type of Serving: Guided buffet for breakfast, lunch and dinner; Plated for AM and PM Snacks, minimum of 3 viands, with dessert and drinks.</p> <p>Schedule of Serving:</p> <p>June 25, 2018: Lunch, PM Snacks and Dinner</p> <p>June 26-28, 2018: Full Meals (Breakfast, AM Snack, Lunch, PM Snack, Dinner)</p> <p>June 29, 2018: Breakfast and AM Snacks</p>	66	1,699.00 ( x 4 nights)	448,536.00
Lot 2	pax	<p>Title of the Activity: Board and Lodging for the conduct of Paralegal Training on Women's and Children's Laws for Selected Managers and Field Workers ✓</p> <p>Handling Difficult Cases (Batch 2)</p> <p>Minimum Guaranteed Pax: 38 participants ✓</p> <p>Room Accommodation: Maximum of Triple Sharing with individual beds per pax</p> <p>Check-in Date and Time: June 26, 2018 (2:00pm check-in time) ✓</p> <p>Check-Out Date and Time: June 29, 2018 (12:00nn check-out time) ✓</p> <p>Menu Selection: Hotel to submit menu</p> <p>Type of Serving: Guided buffet for breakfast, lunch and dinner; Plated for AM and PM Snacks, minimum of 3 viands, with dessert and drinks.</p>	42	1,699.00 ( x 3 nights)	214,074.00

(Total Amount in Words) P

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) 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:

Minerva C. M. Latorra  
Signature over printed name of Supplier

6-25-18  
Date

Very truly yours,

LEONARDO C. REYNOSO  
Signature over Printed Name of Authorized Official

Concurrent OIC, Office of the Asst. Secretary for Promotive - OPG and Director, Pantawid Pamilyang Pilipino Program Management Office

Designation

Fund Cluster: 310100-1-1

Funds Available: 662,610

MA. KARINEZ S. NONONG  
Signature over Printed Name of Chief Accountant/  
OIC-Chief, Special Project Division-Accounting FMS  
Head, Accounting Unit/ Authorized Representative

ORS/BURS No.: 02-101107 (ARO)-2018-06-0933

Date of the ORS/BURS: 6/21/18

Amount: 662,610

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

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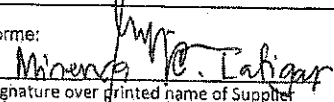
Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
		<p><b>Schedule of Serving:</b>                      June 26, 2018: Lunch, PM Snacks and Dinner                      June 27-28, 2018: Full Meal (Breakfast, AM Snack, Lunch, PM Snack, Dinner)                      June 29, 2018: Breakfast and AM Snacks</p> <p><b>Inclusions:</b>                      Free use of function room that can accommodate the total number of participants                      Should have no pillars that can block the view of the participants and speakers                      Free and strong WIFI connections                      Sound proof and well-ventilated                      Must provide audio-visual equipment such as LCD projector, Whiteboards, markers and erasers, sound system with at least three (3) microphones and audio jacks, enough extension cords, (w/ standby audio technician)                      Free tarpaulin and signages                      Free flowing coffee/tea/water with hot and cold dispenser, nuts and candies during session                      Free writing pads and pencils in all function room;                      With Secretariat's Table and Chairs in function room                      Free 1 Secretariat Room                      Complimentary bottled water per participants in the hotel room replenished daily, toiletries, and provision of first aid kit as need arises.                      Adequate security (24/7)                      Free use of Basketball Court from 6:00pm to 10:00pm</p> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>o Hotel should not offer short-term lodging services, associated with motels and should not be situated beside or across gambling establishment shops, night club, funeral parlor, mortuaries and other similar links;</li> <li>o Hotel location should be appropriate for the conduct of professional discussion and conducive for productivity and creative thinking;</li> <li>o Hotel can provide the required number of rooms and should not transfer the participants to another hotel;</li> <li>o Service provider are strictly prohibited to deal any person involved in the activity for any changes/revision/addenda without prior consent/Approval of the Procurement Service/Dir. Leonardo C. Reynoso, National Program Manager of Pantawid and Michael J. Mercado, Administrative Officer V of Administrative Support Division;</li> <li>o The End-user will submit the CONFIRMATION SLIP of the total confirmed pax 3 days before the activity;</li> <li>o Charges will be made based on minimum guaranteed participants or the actual attendance.</li> </ul>			

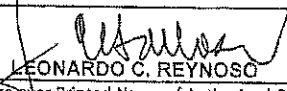
References: AOG No. 18-0699 NP-LV PR No. 2018-05-1539 and 2018-05-1540 Fund Source: Current Appro 101 MOOE

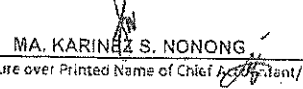
(Total Amount in Words)	SIX HUNDRED SIXTY TWO THOUSANDSIX HUNDRED TEN PESOS	P	662,610.00
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The supplier/service provider is required to submit the billing statement within five (5) working days after the conduct of the activity.

Conforme:  
  
 Signature over Printed name of Supplier  
 6-25-18  
 Date

Very truly yours,  
  
 LEONARDO C. REYNOSO  
 Signature over Printed Name of Authorized Official  
 Concurrent OIC, Office of the Asst. Secretary for Promotive - OPG and Director, Pantawid Pamilyang Pilipino Program Mgt. Office

Fund Cluster: 310150-1-1  
 Funds Available: 662,610.00  
  
 MA. KARINA S. NONONG  
 Signature over Printed Name of Chief Assistant/  
 OIC-Chief, Special Project Division-Accounting FMS  
 Head, Accounting Unit/ Authorized Representative

ORS/BURS No.: 02-16101(4PS)B-08-0938  
 Date of the ORS/BURS: 6/21/18  
 Amount: 662,610.00