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

Supplier :	CALIRAYA RESORT CLUB, INC.	PO No. :	2018-06-0624
Address :	Brgy. Lewin Lumban, Laguna	Date :	June 29, 2018
Tel. No. :	Tel / CP Nos. (02) 632-1010 loc 433 / 0925-7116848 / 0977-8062748	Mode of Procurement :	NP - Lease of Venue
TIN :	007-269-420-000		

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

Place of Activity:	Brgy. Lewin Lumban, Laguna	Delivery Term:	
Date of Activity:	July 3-6, 2018	Payment Term:	Fifteen (15) to Thirty (30) days upon completion of supporting documents

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
	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 Handling Difficult Cases (Batch 1)</p> <p>Minimum Guaranteed Pax: 40 participants .</p> <p>Room Sharing: Maximum of Triple sharing (individual beds per pax)</p> <p>Check-In Date & Time: July 3, 2018 (2:00pm check-in time)</p> <p>Check-Out Date & Time: July 6, 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>July 3, 2018: Lunch, PM Snacks and Dinner</p> <p>July 4-5, 2018: Full Meals (Breakfast, AM Snack, Lunch, PM Snack, Dinner)</p> <p>July 6, 2018: Breakfast and AM Snacks</p> <p>Inclusions:</p> <p>Free use of function room that can accommodate the total number of participants;</p> <p>Should have no pillars that can block the view of the participants and speakers;</p> <p>Free and strong WIFI connections;</p> <p>Sound proof and well-ventilated;</p>	46	1,761.00 (x 3 nights)	243,018.00

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(Total Amount in Words) _____ P _____

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: KATHRINE KATE ALABUCAY / JE CAMITAN
 Signature over printed name of Supplier

JULY 2, 2018
 Date

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

Designation AS

Fund Cluster: 310100-1-1

Funds Available: 243,018-

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.: 02-10101(LAP) 2018-07-141

Date of the ORS/BURS: 7-14-18

Amount: 243,018-

OBLIGATORY

PURCHASE ORDER

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT

IBP Road, Constitution Hills, Quezon City

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Tel. No. :	Tel / CP Nos. (02) 632-1010 loc 433 / 0925-7116848 / 0977-8062748	Mode of Procurement :	NP - Lease of Venue
TIN :	007-269-420-000		

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Date of Activity:	July 3-6, 2018	Payment Term:	Fifteen (15) to Thirty (30) days upon completion of supporting documents

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
		<p>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);</p> <p>Free tarpaulin and signages;</p> <p>Free flowing coffee/tea/water with hot and cold dispenser, nuts and candies during session;</p> <p>Free writing pads and pencils in all function room;</p> <p>With Secretariat's Table and Chairs in function room;</p> <p>Free 1 Secretariat Room;</p> <p>Complimentary bottled water per participants in the hotel room replenished daily, toiletries, and provision of first aid kit as need arises;</p> <p>Adequate security (24/7).</p> <p>Note:</p> <ul style="list-style-type: none"> 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 ilks; o Hotel location should be appropriate for the conduct of professional discussion and conducive for productivity and creative thinking; o Hotel can provide the required number of rooms and should not transfer the participants to another hotel; 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; o The End-user will submit the CONFIRMATION SLIP the indicated confirmed total pax shall be considered as the minimum guaranteed pax but not exceeding the total target; o Charges will be made based on minimum guaranteed participants or the actual attendance. 			

References: AOQ No. 18-0660 NP-LV PR No. 2018-05-1538 Fund Source: Current Appro 101 MOOE

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(Total Amount in Words)	TWO HUNDRED FORTY THREE THOUSAND EIGHTEEN PESOS ONLY	P	243,018.00
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Conforme:

KATHRINE KATE A. ABUCAY
 KATHRINE KATE A. ABUCAY / JC CARMITAN
 Signature over printed name of Supplier

July 2, 2018
 Date

Very truly yours,

LEONARDO C. REYNOSO
 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: 30100-17
 Funds Available: 243,018-

MA. KARINEZ S. NONONG
 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.: 02-0111(405)-2018-07-041
 Date of the ORS/BURS: 7/2/18
 Amount: 243,018.00