

PURCHASE ORDER

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

#662

Supplier :	BY THE SEA RESORT AND REALTY DEVELOPMENT CORP. (BY THE SEA RESORT HOTEL)	PO No. :	2018-07-0733
Address :	No. 99 National Highway, Bo. Barretto, Olongapo City	Date :	July 17, 2018
Tel. No. :	(047) 222-4560/ 0933-8770161/ 0935-877 5374	Mode of Procurement :	Negotiated Procurement - Lease of Venue
Philgeps #	2013-109722		
TIN :	221-618-405-000		

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

Place of Delivery: BY THE SEA RESORT HOTEL	Payment Term:	Advise to Debit Account (ADA)
Date of Delivery:	Payment Term:	Fifteen (15) to Thirty (30) days upon completion of supporting documents

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
	pax	Board and Lodging: "CY 2018 DSWD Performance Management Conference for FO Participants" to be held on July 24-27, 2018 Check-In date and Time: July 24, 2018 at 2:00 PM Check-out date and Time: July 27, 2018 at 12:00 NN Room Accommodation: Room Sharing: Maximum of Triple sharing (individual bed per pax); 1-Secretariat Room (good for 4-pax individual beds); Meals: (NO PORK MENU) - Guided Buffet: Breakfast/Lunch/Dinner; Plated: AM and PM Snacks Day 1 : Lunch, PM Snacks and Dinner Day 2-3: Breakfast, AM Snacks, Lunch, PM Snacks and Dinner Day 4 : Breakfast and AM Snacks - Free vegetable salad and/or fruits per meal; - Free flowing coffee, tea, water, candies/nuts/ chips/crackers; Function Room Available for: July 24-26, 2018 (7am-9pm); July 27, 2018 (7am-12nn) Inclusions: * Complimentary water (hot & cold), coffee, tea, & toiletries per pax in the hotel rooms; * Spacious function room to accommodate all pax; * Complete audio visual equipment (preferably at least 5 wireless microphones); * Whiteboard with marker and eraser; * Set-up LCD Projector (preferably HDMI type) and white screen; * Free use of electricity and extension cords; * Free and Strong WIFI Connection in the function room and Guest Rooms (can be accessed and used by all pax); * Tables and chairs (preferably rectangular tables); * Secretariat/ Registration Table; * With standby personnel who will attend to needs (e.g. audio, video & food concerns); * With ample light, ventilation and airconditioning. Note: Hotel/ restaurants/ resorts should not be offering short-term lodging associated with motels and should not be situated beside the gambling establishments, night clubs, funeral parlors, mortuaries, and other similar ilks that may touch on cultural sensitivities. AOQ No. 18-0836 NP-LV; PR No. 2018061978	43	P1,775.00/pax x 3 days	228,975.00

(Total Amount in Words)	TWO HUNDRED TWENTY-EIGHT THOUSAND NINE HUNDRED SEVENTY-FIVE PESOS ONLY	P	228,975.00
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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.

Billing Statement must be submitted within five (5) working days after the conduct of event.

Conforme:  Signature over Printed Name of Authorized Official MILDRED GALITA Date: 7-19-18	Very truly yours,  CESAR AQUINO Signature over Printed Name of Authorized Official CIC-Director, HRDS Designation
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Fund Cluster: <u> </u> Funds Available: <u> </u> Signature over Printed Name of Procuring Officer: JUBIE LEAH MAE S. COLES	ORS/BURS No.: <u> </u> Date of the ORS/BURS: <u> </u> Amount: <u> </u>
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