

0218-0890

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

Supplier :	ESTOSAN GARDEN HOTEL AND RESTAURANT	PO No. :	2018-07-0739.
Address :	Gov. Gutierrez Avenue, Cotabato City	Date :	July 19, 2018
Tel. No. :	Cel No. 0917-496-0665 (Ms. Lanie)	Mode of Procurement :	NP - Lease of Venue
TIN :	103-316-424-001		

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

Place of Activity:	Gov. Gutierrez Avenue, Cotabato City	Delivery Term:	
Date of Activity:	August 13-17, 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 Roll-Out Training of Enhanced Caseload Management Batch 5</p> <p>Minimum Guaranteed Pax: 70 participants</p> <p>Room Sharing: Maximum of Triple sharing (individual beds per pax)</p> <p>Check-In Date & Time: August 13, 2018 (2:00pm check-in time)</p> <p>Check-Out Date & Time: August 17, 2018 (12:00pm 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: August 13, 2018: Lunch, PM Snacks and Dinner August 14-16, 2018: Full Meals (Breakfast, AM Snack, Lunch, PM Snack, Dinner) August 17, 2018: Breakfast and AM Snacks</p> <p>Inclusions: With individual beds per pax, Free use of function room that can accommodate the total participants; With 2 break-away rooms to be used on the 2nd to 4th day of the activity that can accommodate 45 pax per room; Should have no pillar that can block the view of the participants and speakers; Sound proof and well ventilated; With good sound system, atleast 3 microphones and audio jack (with standby audio technician);</p>	81	1,600.00 (x 4 nights)	518,400.00

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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:

 Signature over printed name of Supplier

 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

Fund Cluster: _____
 Funds Available: _____

OPRESSA T. YILLACERAN
 Signature over Printed Name of Chief Accountant
 Chief, Special Project Division - Accounts

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

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