

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

Supplier :	WEST AVENUE PROPERTY MANAGEMENT INC. (WEST AVENUE SUITES)	PO No. :	2018-07-0745
Address :	West Avenue , Quezon City	Date :	July 20, 2018
Tel. No. :	09279589965 (Mr. Edison)	Mode of Procurement :	NP - Lease of Venue
TIN :	009-222-151		

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

Place of Activity:	West Avenue , Quezon City	Delivery Term:	
Date of Activity:	July 24-27, 2018	Payment Term:	Fifteen (15) to Thirty (30) days upon completion of supporting documents

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
	pax	Title of the Activity: Board and Lodging for the conduct of Pantawid Pamilya Work and Financial Planning Workshop for CY 2019 Minimum Guaranteed Pax: 100 participants Room Sharing: Maximum of Triple sharing (individual beds per pax) Check-In Date & Time: July 24, 2018 (2:00pm check-in time) Check-Out Date & Time: July 27, 2018 (12:00nn check-out time) Menu Selection: Hotel to submit menu Type of Serving: Guided buffet for breakfast, lunch and dinner; Plated for AM and PM Snacks, minimum of 3 viands, with dessert and drinks. Schedule of Serving: July 24, 2018: Lunch, PM Snacks and Dinner July 25-26, 2018: Full Meal (Breakfast, AM Snack, Lunch, PM Snack, Dinner) July 27, 2018: Breakfast and AM Snack Inclusions: 1. Free use of Function Room that can accommodate the total number of participants with enough space for workshops and should have no pillars that can block the view of participants and speaker (Sound Proof and well ventilated); 2. Free and strong WIFI Connections 100Mbps; 3. Free use of extension wires that can accommodate number of participants;	112	1,795.00 <i>3 (x/ nights)</i>	603,120.00
	pax	July 24, 2018: Lunch, PM Snacks and Dinner	112		
	pax	July 25-26, 2018: Full Meal (Breakfast, AM Snack, Lunch, PM Snack, Dinner)	112		
	pax	July 27, 2018: Breakfast and AM Snack	112		

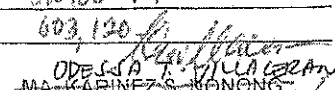
page 1 of 2

(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.

Conforms:  Signature over printed name of Supplier 7/24/2018 Date	Very truly yours,  ZAIDA L. PULIDO Signature over Printed Name of Authorized Official OIC-Assistant Service Director, FMS-SPD Designation
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Fund Cluster: 30100-1-1 Funds Available: 603,120  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 (485)-2018-07-1228 Date of the ORS/BURS: 7/20/18 Amount: 603,120-
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Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
		4. Free use of Projectors, Whiteboards, Erasers, Writing Pads and Pencil / Ballpen; 5. Free flowing coffee and tea, hot and cold water, nuts and candies during session; 6. Complimentary room for the secretariat; 7. Free parking space for DSWD vehicle; 8. Free use of split room for separate discussion. 9. Free welcome tarpaulin/streamer in hotel lobby and in the function room. Note: o Hotel should not offering short-term lodging services, associated with motels and should not be situated beside or across gambling establishment or casinos, strip clubs/ adult entertainment shops, night clubs, funeral parlors, 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 Charges will be made based on minimum guaranteed participants or the actual attendance.			

References: AOQ No. 18-0903 NP-LV PR No. 2018-07-2451 Fund Source: Current Appro 101 MOOE


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(Total Amount in Words)	SIX HUNDRED THREE THOUSAND ONE HUNDRED TWENTY PESOS	P	603,120.00
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Conforme:


EDISON OOSUE J
 Signature over printed name of Supplier

7/24/2018
 Date

Very truly yours,

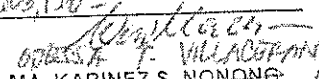

ZAIDA L. PULIDO
 Signature over Printed Name of Authorized Official

 OIC-Assistant Service Director, FMS-SPD

kn
 Designation

Fund Cluster: 210100-1-1

Funds Available: 603,120-


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.: 0210101 (AO) - 2018 - 07 - 1278

Date of the ORS/BURS: 7/20/18

Amount 603,120.00