

PURCHASE ORDER

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

794

Supplier :	THE LINDEN SUITES	PO No. :	2018-08-0822
Address :	Gabriel III Condominium, San Miguel Ave., Ortigas Center, San Antonio, Pasig City	Date :	August 3, 2018
Tel. No. :	638-7878 (Mr. Patrick Guzman)	Mode of Procurement :	NP - Lease of Venue
TIN :	005-035-641-000		

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

Place of Activity:	Gabriel III Condominium, San Miguel Ave., Ortigas Center, San Antonio, Pasig City	Delivery Term:	
Date of Activity:	August 6-11, 2018	Payment Term:	Fifteen (15) to Thirty (30) days upon completion of supporting documents

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
		Title of the Activity: Board and Lodging for the conduct of Training on the Use and Operation of the INMARSAT Donated Emergency Telecommunications Equipment for the Rapid Emergency Telecommunications Teams (RETT) of Field Office MIMAROPA and Central Office			
	pax	Number of Pax: 35 pax - live-in	35	1,800.00	315,000.00
		5 pax - live-out (Vegan Diet)	5	700.00	17,500.00
		Room Accommodation: Triple Sharing Rooms with separate bed per pax			
	pax	Check-In Date and Time: August 6, 2018 (2:00pm check-in time)	35		
	pax	Check-Out Date & Time: August 11, 2018 (12:00nn check-out time)	35		
		Menu Selection: Hotel to submit set of Menu			
		Type of Serving: Guided buffet for breakfast, lunch and dinner; Plated for AM and PM Snacks			
	pax	1) Rice with 2-viands (fish/chicken/meat - NO PORK), vegetable and soup with fresh fruits / dessert and drinks	35		
	pax	2) Vegan Diet Menu	5		
		Schedule of Serving:			
	pax	August 6, 2018: Lunch, PM Snacks and Dinner	40		
	pax	August 7-10, 2018: Full Meal (Breakfast, AM Snack, Lunch, PM Snack, Dinner)	40		

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(Total Amount in Words)		P
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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.

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
Patrick Guzman
Date 8/6/2018

Very truly yours,

PERLITA V. PANGANIBAN
Signature over Printed Name of Authorized Official
Assistant Bureau Director, DReMB
Designation

Fund Cluster: 39010017
Funds Available: 992,500.00

JUBIE LEAH MAE S. COLES
Signature over Printed Name of Chief Accountant/
Head of Accounting Division/Unit

ORS/BURS No.: 02-01101-2018-08-955
Date of the ORS/BURS: 8-6-18
Amount: 992,500.00

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IBP Road, Constitution Hills, Quezon City

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TIN :	005-035-641-000		

Gentlemen:

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Place of Activity:	Gabriel III Condominium, San Miguel Ave., Ortigas Center, San Antonio, Pasig City	Delivery Term:	
Date of Activity:	August 6-11, 2018	Payment Term:	Fifteen (15) to Thirty (30) days upon completion of supporting documents

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
	pax	August 11, 2018: Breakfast and AM Snack Inclusions: 1. Facilities and Amenities. a. An OPEN GROUND or ROOF DECK with an unobstructed view of the skyline and strong internet connectivity for the functionality of the INMARSAT equipment are highly dependent on the strength of satellite signal captured. b. Can provide basic amenities like use of function rooms for 40 participants with strong and stable access to internet, with WIFI in rooms and function rooms, with space for small group discussion, free use of LCD projector & screen, whiteboard, microphone, extension wires, free electricity for other workshop equipment, free flowing coffee and free candies. c. The venue can offer spacious conference hall and good facilities that can make the activity conducive for the participants. d. Atleast 2 microphones (with atleast 2 units of wireless microphones) and free notepads and pencils/ballpens. e. Free flowing coffee or tea, nuts and candies during session. Notes: • Hotels/ Restaurants / Resorts should not be offering short term lodging associated with motels and should not be situated beside or across gambling establishment shops, night club, funeral parlor, mortuaries and other similar likes that may touch on cultural sensitivities.	40		

References: AOQ No. 18-0983 NP-LV PR No. 2018-07-2362 Fund Source: Current Appro 101 MOOE

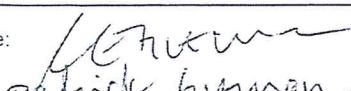
page 2 of 2

(Total Amount in Words)	THREE HUNDRED THIRTY TWO THOUSAND FIVE HUNDRED PESOS	P	332,500.00
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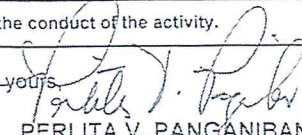
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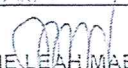
Conforme:


 Signature over printed name of Supplier
 Patrick Guzman
 Date: 8/6/2018

Very truly yours,


 Signature over Printed Name of Authorized Official
 PERLITA V. PANGANIBAN
 Assistant Bureau Director, DRMB
 Designation

Fund Cluster: 930100-1-1
 Funds Available: 332,500.00


 Signature over Printed Name of Chief Accountant/
 Head of Accounting Division/Unit

ORS/BURS No.: 02-10/101-2018-03-9332
 Date of the ORS/BURS: 8-6-18
 Amount: 332,500.00