

PURCHASE ORDER
 DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT
 18F Road, Constitution Hills, Quezon City

Supplier: SM ESGUERRA HOTELS AND RESTAURANTS, INC. (BALI VILLAGE HOTEL)
Address: Kibagay south, Tagayay City
Tel. No.: Tel (045) 483-5297 (Ms. Analy)
TIN: 008-027-819-000

Date of Activity: October 23-26, 2018
Place of Activity: Kibagay south, Tagayay City

Payment Term: Fifteen (15) to Thirty (30) days upon completion of supporting documents
Delivery Term:

PO No.: 2018-09-1069
Date: September 20, 2018
Mode of Procurement: NP - Lease of Venue

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

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
		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 (with standby audio technician)			
		Free writing pads and pencils in all function room.			
		With Secretariat's Table and Chairs in the function room.			
		Room Amenities:			
		Complimentary mineral bottled water replenished daily, toiletries and provision of first aid kit as need arises.			
		Other Requirements:			
		Adequate security (24/7)			
		FREE Secretariat room			
		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 parlors, mortuaries, morgues, and other of similar ilk.			
		Hotel location should be appropriate for the conduct of professional discussion and conducive for productivity and creative thinking.			
		Hotel can provide the required number of rooms and should not transfer the participants to another hotel.			
		Service provider are strictly prohibited to deal any person involved in the activity for any changes/revisions/addenda without prior consent/approval of the Procurement Management Services/ Administrative V of Administrative Support Division.			
		Dir. Leonardo C. Reynoso, National Program Manager of Pantawid and Michael Mercado, Administrative V of Administrative Support Division.			
		Note: 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.			

References: AOO No. 18-1168 NP-LV PR No. 2018-07-2520 Fund Source: Current Appro 101 MOOE
 Page 2 of 2

(Total Amount in Words) TWO HUNDRED SIXTY TWO THOUSAND FIVE HUNDRED PESOS
 P 262,500.00

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.

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 Familyang Filipino Program Mgt. Office

Signature over Printed Name of Supplier
ANITA SIO VILVA
 Date: 6/5/18
 Fund Cluster: 31600-1-1
 Funds Available: 262,500.00
 ODESSA T. VILLACERAN
 Signature over Printed Name of Chief Procurement Officer
 OIC-Chief Procurement Officer (Project Director)

ORS/BURS No.: 02-10101 (GRS) 2018-09-1813
 Date of the ORS/BURS: 9/28/18
 Amount: 262,500.00

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

Supplier :	SM ESGUERRA HOTELS AND RESTAURANTS, INC. (BALI VILLAGE HOTEL)	PO No. :	2018-09-1069
Address :	Kaybagal south, Tagaytay City	Date :	September 20, 2018
Tel. No. :	Tel (046) 483-5297 (Ms. Analyn)	Mode of Procurement :	NP - Lease of Venue
TIN :	008-027-819-000		

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

Place of Activity:	Kaybagal south, Tagaytay City	Delivery Term:	
Date of Activity:	October 23-26, 2018	Payment Term:	Fifteen (15) to Thirty (30) days upon completion of supporting documents

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
	pax	Provision of Hotel Accomodation for Lease of Venue including meals for the conduct of Annual GAD Mainstreaming Assessment, Planning and Budgeting Workshop No. of Guaranteed Pax : 45 pax Room Sharing : Maximum of Triple Sharing with Individual beds per pax Check-in Time : 02:00 P.M. (First Day) Check-out Time : 12:00 NOON (Last Day) Type of Serving: Guided Buffet, minimum of three (3) viands, with dessert and drinks, plated AM and PM Snacks. Schedule of Serving: October 23, 2018 - Lunch, PM Snack and Dinner. October 24-25, 2018 - Full Meal October 26, 2018 - Breakfast and AM Snack Note: Must have strong and stable internet connection in the rooms (hotel, function) Conference Room and Equipment: Free use of air-conditioned conference/function room that can accommodate the total participants (1st day to last day) Should have no pillars that can block the view of participants Sound proof and well ventilated Free Welcome streamer Free flowing coffee/tea/water with hot and cold water dispenser, nuts, candies during session.	50	1,750.00 (x 3 nights)	262,500.00

page 1 of 2


(Total Amount in Words) _____

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
 10/5/18
 /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 Mgt. Office
 Designation:

Fund Cluster: 310100-1-1
 Funds Available: 242,500-


 ODESSA T. VILLACERAN
 Signature over Printed Name of Chief Accountant/
 OIC-Chief Accountant - Special Project Division

ORS/BURS No.: 02-10119 (APO) - 2018-09-1817
 Date of the ORS/BURS: 9/20/18
 Amount: 262,500-