

WELFARE & DEVELOPMENT  
 ... road, Constitution Hills, Quezon City

GRAND LEISURE, INC. (SEORABEOL GRAND LEISURE HOTEL)		PO No. :	2018-08-0936
Address :	Waterfront Road, Subic Bay Freeport Zone	Date :	August 24, 2018
Tel. No. :	0998-851-5362 (Ms. Sally)	Mode of Procurement :	NP - Lease of Venue
TIN :	231-287-250-000		

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

Place of Activity:	Waterfront Road, Subic Bay Freeport Zone	Delivery Term:	
Date of Activity:	August 28-31, 2018	Payment Term:	Fifteen (15) to Thirty (30) days upon completion of supporting documents

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
		Must provide audio-visual equipment such as LCD projector, whiteboards, markers and erasers, sound system, at least three (3) microphones and audio jacks, enough extension cords, (with stand-by audio technician);  Free writing pads, and pencils in all function room; With Secretariat's Table and Chairs in 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) Note: <ul style="list-style-type: none"> <li>o 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 parlor, mortuaries and other similar ilks;</li> <li>o Hotel location should be appropriate for the conduct of professional discussion and conducive for productivity and creative thinking;</li> <li>o Hotel can provide the required number of rooms and should not transfer the participants to another hotel;</li> <li>o Service provider are strictly prohibited to deal any person involved in the activity for any changes/revision/addenda without prior consent/approval of the Procurement Service/Dir. Leonardo C. Reynoso, National Program Manager of Pantawid and Michael J. Mercado, Administrative Officer V of Administrative Support Division;</li> </ul> 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.			

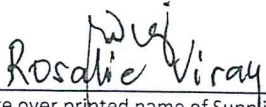
References: AOQ No. 18-1178 NP-LV      PR No. 2018-07-2521      Fund Source: Current Appro 101 MOOE


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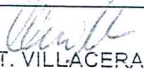
(Total Amount in Words)	ONE HUNDRED NINETY THOUSAND FIVE HUNDRED PESOS	P	190,500.00
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In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) 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.

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  
 8/24/2018  
 Date

Very truly yours,  
  
**LEONARDO C. REYNOSO**  
 Signature over Printed Name of Authorized Official  
 Concurrent OIC, Office of the Asst., Secretary for Promotive - OIG  
 & Director, Pantawid Pamilyang Pilipino Program Management Office  
 Designation

Fund Cluster: 310100-1-1  
 Funds Available: 190,500-  
  
**ODESSA T. VILLACERAN**  
 Signature over Printed Name of Chief Accountant/  
 OIC-Chief, Accountant - SPD

ORS/BURS No.: 02-101101(4Ps) - 2018-09-1568  
 Date of the ORS/BURS: 8/24/18  
 Amount: 190,500.00