

# PURCHASE ORDER

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT

IBP Road, Constitution Hills, Quezon City

#892

Supplier :	KGJ HOTEL & RESORT MANAGEMENT CORPORATION	PO No. :	2018-08-0971
Address :	49 Annapolis Street, Greenhills, San Juan	Date :	August 30, 2018
Tel. No. :	744-7878 local 7162; 09065877200 (Mary Ann Datig)	Mode of Procurement :	NP - Lease of Venue
TIN :	006-899-591-000		

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

Place of Activity:	49 Annapolis Street, Greenhills, San Juan	Delivery Term:	
Date of Activity:	October 22-26, 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 Accommodation for Lease of Venue including meals for the conduct of Training of Trainers on FDS-MIS, Batch 2 Minimum Guaranteed Pax: 55 participants Room Sharing: maximum of Triple Sharing with individual beds per pax Check-In Date & Time: October 22, 2018 (2:00pm check-in time) Check-Out Date & Time: October 26, 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: October 22, 2018: Lunch, PM Snacks and Dinner October 23-25, 2018: Breakfast, AM Snack, Lunch, PM Snack, Dinner October 26, 2018: Breakfast and AM Snack <b>Conference Room and Equipment:</b> Must have strong and stable internet connection in the rooms (Hotel, function); 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;	61	1,800.00 ( x 4 days)	439,200.00
	pax		61		
	pax		61		
	pax		61		

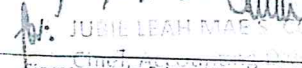
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(Total Amount in Words)	P
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In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) 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:  <u>Beatrice B. Bonjod</u> Signature over printed name of Supplier  <u>Sept 13, 2018</u> Date	Very truly yours,  <u>DIR. ERNESTINA Z. SOLLOSO</u> Signature over Printed Name of Authorized Official  OIC - National Program Manager SO No. 3130, S2018  Designation
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Fund Cluster: <u>2000001000040000</u> Funds Available: <u>139,200</u>  <u>JUBIL LEAH MAE SOLLOSO</u> Signature over Printed Name of Chief Accountant/ OIC-Chief, Accountant-SPD	ORS/BURS No.: <u>02-10413-2018-09-11013</u> Date of the ORS/BURS: <u>9-7-18</u> Amount: _____
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# PURCHASE ORDER

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT

IBP Road, Constitution Hills, Quezon City

#842

Supplier :	KGJ HOTEL & RESORT MANAGEMENT CORPORATION	PO No. :	2018-08-0971
Address :	49 Annapolis Street, Greenhills, San Juan	Date :	August 30, 2018
Tel. No. :	744-7878 local 7162; 09065877200 (Mary Ann Datig)	Mode of Procurement :	NP - Lease of Venue
TIN :	006-899-591-000		

Gentlemen:

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

Place of Activity:	49 Annapolis Street, Greenhills, San Juan	Delivery Term:	
Date of Activity:	October 22-26, 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 equipmetn such as LCD projector, Whiteboards, markers and erasers with good sound system, at least 3 wireless microphones and audio jacks, enough extension cords (with standy-by audio technician) Free writing pads, and pencils in all function room; With Secretariat's Table and Chairs in function room Room Amenities: Free 1 secretariat room			
		Complimentary mineral bottled water replenished daily, toiletries and provision of first aid kit as need arises Note: Adequate security (24/7) <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, morturies 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. 18-1107 NP-LV      PR No. 2018-07-2430      Fund Source: CY 2018 DFAT SARO 502


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(Total Amount in Words)	FOUR HUNDRED THIRTY NINE THOUSAND TWO HUNDRED PESOS	P	439,200.00
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The supplier/service provider is required to submit the billing statement within five (5) working days after the conduct of the activity.

Conforme:

  
Beatrice B. Bonifacio  
 Signature over printed name of Supplier

Sept 13, 2018  
 Date

Very truly yours,

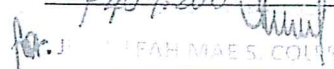
  
DIR. ERNESTINA Z. SOLLOSO  
 Signature over Printed Name of Authorized Official

OIC - National Program Manager  
 SO No. 3130, S2018

Designation

Fund Cluster: 20000100004000

Funds Available: 3139,200

  
LEAH MAE S. COLLA  
 Signature over Printed Name of Chief Accountant/  
 OIC-Chief Accountant-SPD

ORS/BURS No.: 02-104103-2018-09-11043

Date of the ORS/BURS: 9-7-18

Amount: 439,200.00