



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier : ST. GILES MAKATI	P.O. No. : 2022-11-1139
Address : MAKATI AVE. COR. KALAYAAN AVE., MAKATI CITY	Date : November 11, 2022
TIN : 240-029-776-000	Mode of Procurement : NP-LOV

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

Place of Delivery : ST. GILES MAKATI at MAKATI AVE. COR. KALAYAAN AVE., MAKATI CITY	Delivery Term : FOB Destination
Date of Delivery : NOVEMBER 28-30, 2022	Payment Term : 15-30 days upon final inspection

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<p align="center">BOARD AND LODGING (3 Days/2 Nights)</p> <p align="center">CONDUCT OF THE EPAHP-RPMO REGIONAL CONVERGENCE TEAM YEAR-END PROGRAM REVIEW AND EVALUATION WORKSHOP</p> <p>Guaranteed Pax: 25 Pax VENUE: ST. GILES MAKATI at MAKATI AVE. COR. KALAYAAN AVE., MAKATI CITY DATE OF ACTIVITY: NOVEMBER 28-30, 2022</p> <p>Room Sharing: Air-conditioned Room, TRIPLE Sharing with Individual Bed per Pax; HOT and COLD Shower; and FREE TOILETRIES (With the IATF and DOT Guidelines for the Minimum Health Standard)</p> <p>Check-In Date and Time: NOVEMBER 28, 2022 / 12:00 nn Check-Out Date and Time: NOVEMBER 30, 2022 / 12:00 nn</p> <p>MEALS SCHEDULE: NOVEMBER 28, 2022: Lunch, PM Snack, and Dinner NOVEMBER 29, 2022: Breakfast, AM Snack, Lunch, PM Snack, and Dinner NOVEMBER 30, 2022: Breakfast and AM Snack</p> <p>Type of Serving: *Managed Buffet for Breakfast (6:00 am), Lunch (11:30:00 am), and Dinner (6:00 pm): Rice, Fresh Fruits, Fresh Juice, Hot Soup, 1 Vegetable, 2 Viands Fish and Meat *Plated Snacks (AM Snack-9:30 am and PM Snack-2:00 pm): Pasta/Bread, Fresh Juice, Hot Soup Merienda)</p> <p>Menu Selection: *Hotel to submit Menu (Minimum of atleast 2 Viands, Soup, Desserts and Beverages) *Hotel will submit proposed menu of the day one (1) week before the training schedule *No repeating meal per menu *Food to be served should have vegetables and fruits and can adjust for Muslim and non pork eaters</p> <p>INCLUSIONS: *FREE One (1) Complimentary Room for the VIP Guest *Structurally sound and safe for occupancy with enough Fire Escapes, Fire Fighting Equipments, CCTV, Elevators and Stairs *Facilities must be PWD and Senior Citizen Friendly *Air-Conditioned Guest Rooms with Cable TV *No Obstructing Pillars in the Conference Room *The Session Hall/Conference Room is free from noise/which is detrimental to the event/meeting *Free-Use of Fully Air-Conditioned Session Hall/Conference Room, spacious for activities and can accommodate 30 participants or more *Free use of Telephone Line, Projector with Screen, Sound System with 3 Microphones, Electric Outlets, Extension Cords, Whiteboard and Whiteboard Marker and Eraser, and other Amenities *FREE WI-Fi access for both guest and function rooms *Atleast One (1) Hotel Staff/Attendant available at any given time during the session to assist the Secretariat in Logistical concerns *FREE Flowing of Hot Coffee or Chocolate and Drinking Water/Infused Water *FREE Use of Parking Space *TABLE AND CHAIRS: CLASSROOM Type with Table Cloth *FREE TARPAULIN or LED Backdrop</p> <p align="center">*****NOTHING FOLLOWS*****</p> <p>PR No.: 2022-10-1187 TOTAL APPROVED BUDGET FOR THE CONTRACT: Php 120,000.00 Purpose: BOARD AND LODGING IN THE CONDUCT OF THE EPAHP-RPMO REGIONAL CONVERGENCE TEAM YEAR-END PROGRAM REVIEW AND EVALUATION WORKSHOP Prepared by: Lorie Licop</p>	30	2,000.00	120,000.00
				15 ROOMS FOR TWIN Sharing	
				N/A	
				PRESIDENTIAL SUITES at Level 35	
				✓ FIRST COME, FIRST SERVE	
				✓ TARPAULIN, 4x5	
(Total Amount in Words)		One Hundred Twenty Thousand Pesos Only			PHP 120,000.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme: _____
Signature over Printed Name of Supplier

Very truly yours, *Alca*
LEONARDO C. REYNOSO, CESO III
Signature over Printed Name of Authorized Official
Regional Director
Designation

Date: _____

Fund Cluster : 101 Funds Available : 120,000.00 <p align="center"><i>Daniel T. Galan</i> DANIEL T. GALAN Signature over Printed Name of AO IV/Head, Accounting Section</p>	ORS/BURS No. : 02-10101-22-11-5887 Date of the ORS/BURS : Nov 14, 2022 Amount : 120,000.00
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Department of Social Welfare and Development

DSWD-GF-010 | REV 01 | 17 AUG 2022



"Dedagang May Pasa Saan Mar sa MIMAROPA"

NOTICE OF AWARD

November 11, 2022

DIANNE SANTOS

Authorized Representative

ST. GILES MAKATI

Makati Ave. cor. Kalayaan Ave., Makati City

Dear **Ms. Santos**:

We are pleased to inform you that the RFQ No. 2022-10-1187 for "**Board and Lodging in the conduct of the EPAHP-RPMO Regional Convergence Team Year-End Program Review and Evaluation Workshop**" is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **One Hundred Twenty Thousand Pesos Only (Php 120,000.00)**.

You are therefore required to comply with the Terms and Conditions stated in PO No. 2022-11-1139 from the receipt of this Notice of Award.

Please sign your conformity below and transmit a signed copy to us.

Very truly yours,

LEONARDO C. REYNOSO, CESO III

Regional Director

Head of the Procuring Entity

Conforme:

(Signature over Printed Name of Bidder's Authorized Representative)

ST. GILES MAKATI

Date: _____

