



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier : SWISS-BELHOTEL BLULANE	P.O. No. : 2023-05-0492
Address : 609 Tomas Mapua St., Binondo, Sta. Cruz Manila	Date : May 19, 2023
TIN : 010-232--926-000	Mode of Procurement : NP-SVP

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

Place of Delivery : within Manila	Delivery Term : FOB Destination
Date of Delivery : May 24-25, 2023	Payment Term : 15-30 days upon final inspection

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	Board and Lodging for 1 day First Regular Quarterly Meeting and of Regional Juvenile Justice and Welfare Committee (RJJWC) - MIMAROPA Venue: within Manila Date: May 24-25, 2023 Check in: May 24, 2022 / 2:00 PM Check out: May 25, 2022 / 12:00 NN Room sharing: 3 occupancy per room and has bed per pax with free toiletries and should follow IATF guidelines and protocols Meal schedule May 24: PM snack, Dinner May 25- Breakfast, AM snack, Lunch Type & Time of serving: Buffet Meals & Plated Snacks Breakfast - 6:00 AM AM snack - 9:30 AM Lunch - 12:00 NN PM snack - 3:30 PM Dinner - 6:00 PM Menu selection: 1. Hotel to submit the Menu (minimum of atleast 2 viands, soup, dessert and beverages) 2. Hotel will submit proposed menu one week before the before the schedule 3. No repeating menu/meals 4. Food to be served should have vegetables and fruits and can adjust for Muslim and non pork eaters 5. Unlimited coffee Inclusions: Schedule of use of function room- TIME OF USE OF CONFERENCE ROOM/SESSION HALL from May 24, 2023: 1:00 PM - 5:00 PM May 25, 2023: 8:00 AM - 5:00 PM Structurally sound and safety for occupancy with enough fire escapes, fire fighting equipments, CCTV, elevators end stairs Facilities must be PWD and Senior Citizen friendly Air conditioned venue with air humidifiers No obstructing pillars in the conference room The session hall/conference room is free from noise w/c is detrimental to the event/ meeting Free use of fine, projector w/ screen, speaker podium, sound system w/ 2 microphones, electric outlets, extension cords, whiteboard and whiteboard marker & eraser and other amenities Free WI-Fi access for both guest and function rooms At least one (1) hotel staff/attendant available at any given time during the session to assist the secretariat in logistical concerns Hotel must be DOT accredited NOTE: *The End-User shall inform the service provider one to two weeks before the activity *The activity is joined by committee members and institutionalized members of MIMAROPA Region. ***nothing follows*** TOTAL APPROVED BUDGET FOR THE CONTRACT: (Php 85,800.00) RFQ No. 2023-04-0644 PURPOSE: First Regular Quarterly Meeting and of Regional Juvenile Justice and Welfare Committee (RJJWC) - MIMAROPA Prepared by: Cathy Victorio	33 30 guaranteed pax	2,400.00	79,200.00
				TOTAL	79,200.00

(Total Amount in Words) **Seventy-Nine Thousand Two Hundred Pesos Only**

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 _____ Date	Very truly yours LEONARDO C. REYNOSO, CESO III Signature over Printed Name of Authorized Official Regional Director
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Fund Cluster : 1 01 Funds Available : 79,200.00 DANILYN T. GALAN Signature over Printed Name of Chief Accountant/Head of Accounting Accountant III - Accounting Section Head	ORS/BURS No. : 62-601167-2623-05-002 Date of the ORS/BURS: May 19, 2023 Amount : 79,200.00
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NOTICE OF AWARD

Date: 18 MAY 2023

IREENE TOLENTINO
Authorized Representative
SWISS-BELHOTEL BLULANE
609 Tomas Mapua St., Binondo, Sta. Cruz Manila

Dear Ms. Tolentino:

We are pleased to inform you that the RFQ No. 2023-04-0644 for the Borad and Lodging for the First Regular Quarterly Meeting and of Regional Juvenile Justice and Welfare Committee (RJJWC) - MIMAROPA is hereby awarded to you as the Lowest Calculated and Responsive Bid at a Contract Price equivalent to Seventy-Nine Thousand Two Hundred Pesos Only (Php 79,200.00).

Please signify your conformity by signing below and transmitting 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)

SWISS-BELHOTEL BLULANE

Date: _____