



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

| | |
|---|------------------------------------|
| Supplier: BERJAYA HOTEL MAKATI | P.O. No.: 2023-10-0919 |
| Address: One Pacific Serviced Residences Bldg. 161 H.V. Dela Costa St. Makati City | Date: October 19, 2023 |
| TIN: 007-528-165-000 | Mode of Procurement: NP-LOV |

Gentlemen:

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

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|--|---|
| Place of Delivery: Metro Manila | Delivery Term: FOB Destination |
| Date of Delivery: October 26-27, 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 ABSNET Semestral Capability Building Venue: Metro Manila Date: October 26-27, 2023 Check in: October 26, 2023 / 12:00 NN Check out: October 27, 2023 / 12:00 PM Room sharing: TRIPLE SHARING Meal schedule October 26- Lunch PM snack, Dinner October 27- Breakfast, AM snack Type & Time of serving: Buffet Meals & Plated Snacks Breakfast - 6:00 AM AM snack - 9:00 AM Lunch - 12:00 NN PM snack - 3:00 PM Dinner - 6:00 PM Service provider to provide menu meals Serve fresh juice and not powdered juice Serve high fiber veggies, less salty & less sweets, fish, less pork & beef, chicken healthy foods and fruits for dessert INCLUSIONS: Free use of Airconditioned Conference room (can accommodate the total pax or more and free from noise which is detrimental to the event) Schedule of use of function room- October 26, 2023 - 12:00 PM - 6:00 PM October 27, 2023 - 7:00 AM - 6:00 PM 1 Room occupancy should follow ATF guidelines and protocols 2. Structurally sound and safety for occupancy with enough fire escapes, firefighting equipment, CCTV, elevators and stairs 3 Facilities must be PWD and Senior Citizen Friendly 4. Air-conditioned venue with air humidifiers 5 No obstructing pillars in the conference room 6 The session hall/conference room is free from noise WIC is detrimental to the event meeting 7. With registration area 8. Free use of telephone line, projector w/ screen, speaker podium, sound system w/ 20 microphones, electric outlets, extension cords, whiteboard and whiteboard marker & eraser and other amenities 9. Free Wi-Fi access for both guest and function rooms 10. Free use of parking space 11 Venue must be in new-normal setup With provision Of acrylic barriers, alcohol and sanitizers and extra face masks for the participants; Q meter-distancing among the participants 12 Venue must have a large monitor TV screen for the conference call and other necessary materials/technology for conference call 13 At least one (1) hotel staff/attendant available at any given time during the session to assist the secretariat in logistical concerns 14 At least one (1) hotel staff/attendant to act as marshal to remind the hotel health protocols 15 Free complimentary room for the Regional Director and the Secretariat 16. provision of advance party for the secretariat team 17 Preferably with available hotel mini-bus/vehicle 18 Free flowing coffee and drinking water Note: End -user shall inform the Service Provider one to two weeks the exact date prior to the conduct of the activity ***nothing follows*** TOTAL APPROVED BUDGET FOR THE CONTRACT: (Php 66,000.00) RFQ No. 2023-07-1038 PURPOSE: ABSNET Semestral Capability Building Prepared by: Cathy Victorio | 30 25 guaranteed pax | 2,167.00 COMPLY | 66,010.00 |
| | | | TOTAL | | 65,010.00 |

(Total amount in Words) Sixty-Five Thousand Ten 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 items.

Conforme

Mary D. Linares
 Signature over Printed Name of Supplier

October 18, 2023
 Date

Very truly yours

Leonardo C. Reynoso
LEONARDO C. REYNOSO, CESO III
 Signature over Printed Name of Authorized Official
 Regional Director **X**

Fund Cluster: **101**
 Funds Available: **65,010.00**

Danielyn T. Galan
DANILYN T. GALAN
 Signature over Printed Name of Chief Accountant/Head of Accounting
 Accountant III - Accounting Section Head

ORS/BURS No.: **2023-10-0919-7370-7371**
 Date of the ORS/BURS: **Oct 19, 2023**
 Amount: **65,010.00**

NOTICE OF AWARD

Date: OCT 18 2023

MARY D. LIMBO
Authorized Representative
BERJAYA HOTEL MAKATI
One Pacific Serviced Residences Bldg. 161 H.V. Dela Costa St. Makati City

Dear Ms Limbo

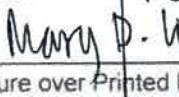
We are pleased to inform you that the RFQ No. 2023-07-1038 for the Board and Lodging for the ABSNET Semestral Capability Building is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to SIXTY-FIVE THOUSAND TEN PESOS ONLY (Php 65,010.00).

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:


Mary D. Limbo | Sales Manager
(Signature over Printed Name of Bidder's Authorized Representative)

BERJAYA HOTEL MAKATI

Date: Oct 18, 2023