

GSM

PURCHASE ORDER

DEPARTMENT OF TOURISM - National Capital Region

Supplier <u>SAVOY HOTEL MANILA INC.</u> Address 101 Andrews Avenue, Newport City, Pasay City Telephone 0925-317-2869	P. O. No. NCR-24-048 Date June 14, 2024 Mode of Procurement : NP 53.9 - Small Value Procurement
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Gentlemen :

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

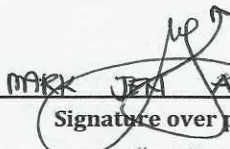
Place of Delivery : Metro Manila Date of Delivery : June 20 and 21, 2024	Delivery Term : Two (2) days Payment Term : Government Procedure
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Stock No.	Unit	Quantity	Description	Unit Cost	Amount								
	LOT	1 (One)	<p style="text-align: center;">LEASE OF VENUE WITH SUPPLIED MEALS</p> <p>PROJECT NAME : DOT ADVOCACY TRAINING PROGRAMS</p> <p>IV. SCOPE OF WORK / DELIVERABLES</p> <p>Implementation Date : June 20 and 21, 2024 Venue : Metro Manila</p> <ul style="list-style-type: none"> Must be a DOT-accredited property within Bay Area of Pasay City Function Room for 45 pax (7:30AM- 6:00PM) <ul style="list-style-type: none"> - Standard sound system with at least 3 microphones - Free-flowing coffee and mints - Classroom-type set up seating arrangements - LCD Projector and white screen - Wifi Connection - Parking Space - Rostrum - Philippine Flag - Paper and pens - Registration Table outside the training/function room AM and PM Snack, and Buffet Lunch (1 vegetable, 1 soup, 3 Main Entrée, Steamed Rice, Dessert, One round of juice or iced tea drink) <p>BREAKDOWN</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 5px 0;"> <thead> <tr> <th colspan="2" style="text-align: center;">DOT ADVOCACY TRAINING PROGRAMS</th> </tr> <tr> <th style="width: 60%;">PARTICULARS</th> <th style="width: 40%;">ITEM AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Lease of Venue with Supplied Meals (Php 1,200 x 45 pax x 2 days)</td> <td style="text-align: right;">Php 108,000.00</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">₱ 108,000.00</td> </tr> </tbody> </table> <p>MINIMUM REQUIREMENTS:</p> <p>1. Send Bill Arrangement</p> <p style="text-align: center;">Approved Budget for the Contract (ABC): Php 108,000.00 Pesos : One Hundred Eight Thousand Only</p> <p style="font-size: small; text-align: center;">* Inclusive of all applicable taxes, EVAT/VAT/government taxes/service charge/and other applicable taxes and charges net upon completion of the project and delivery of all requirements as agreed upon. Government procedure and subject to appropriate government taxes</p> <p style="text-align: center;">-----nothing follows-----</p>	DOT ADVOCACY TRAINING PROGRAMS		PARTICULARS	ITEM AMOUNT	Lease of Venue with Supplied Meals (Php 1,200 x 45 pax x 2 days)	Php 108,000.00	TOTAL	₱ 108,000.00		108,000.00
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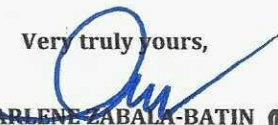
(Total Amount in Words)	Pesos : ONE HUNDRED EIGHT THOUSAND ONLY (inclusive of all applicable government taxes)	108,000.00
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In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Conforme :


MARK JERA AVENDAÑO
 Signature over printed name
14 JUNE 2024
 Date

Very truly yours,


SHARLENE LABALA-BATIN
 Regional Director, NCR Regional Office

Funds Available :


MARIA VICTORIA S. RODRIGO
 Acting Accountant

Amount :

₱ 108,000.00

ALOBS No.

24-06-0250