

PURCHASE ORDER**PHILIPPINE STATISTICS AUTHORITY**

Gaisano Capital South Bldg., Colon St., Cebu City

Supplier: <u>GOLDEN PRINCE HOTEL & SUITES</u>	P.O. No. : <u>0700-PO2025-01-004</u>
Address: <u>Archbishop Reyes Avenue, Cebu City</u>	Date : <u>24 January 2025</u>
TIN: <u>211-745-841-000</u>	Mode of Procurement : <u>LEASE OF VENUE</u>

Gentlemen:

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

Place of Delivery: <u>GOLDEN PRINCE HOTEL & SUITES, Archbishop Reyes Avenue, Cebu City</u>	Delivery Term : <u>Per Day</u>
Date of Delivery: <u>27-28 January 2025</u>	Payment Term : <u>Within 30 working days after receipt of the billing statement</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	LOT	<p>Venue with Food (AM & PM snacks with buffet meals (lunch and dinner) during the SOCD Group Learning Session on 27-28 January 2025, Review and Evaluation of Statistical Operations.</p> <p>Number of Pax: 21 pax /day for 2 days (RD, SOCD Regulars and COSWs)</p> <p>Function Room Requirement:</p> <ol style="list-style-type: none"> 1. Sound proof/free from unnecessary noise 2. Function room, spacious and can accommodate the participants with social distancing <p>Note:</p> <p>Usage time - 7:00 AM to 10:00 PM</p> <ol style="list-style-type: none"> 3. No pillars/columns blocking the stage 4. Free use of sound system, podiums, projectors , projector screens and microphones preferably wireless 5. Audible/operational sound system 6. Provision of flag 7. Inclusive of electricity charges for use of laptops, desktops, projector and other equipment 8. Should have strong Internet connection @atleast 100MBPS (Pls. indicate Wifi connection speed upon submission of quotation) 9. One (1) standby service crew/waiter and technician <p>Food Requirements</p> <ol style="list-style-type: none"> 1. Buffet lunch and dinner 2. AM and PM snacks with drinks 3. Meals include rice, 1 soup, 1 appetizer, 3 main courses, dessert & healthy drinks(preferably fresh fruit juices) 4. Free flowing coffee, tea, Milo and purified drinking water in the function room 5. Provision of candies, chips and mixed nuts during the entire function. 6. Location of the buffet table must be inside the main function room and/or outside of, but near the main function room 7. Serving time of food: ****AM snacks - 9:30 AM ****Lunch - 12:00 NN ****PM snacks - 3:00 PM ****Dinner - 6:00 PM 8. Attach menu upon submission of quotation/bid form 9. No use of plastic for the utensils (spoon & fork, drinking straw, stirrers, cups, & plates) <p>Other requirements:</p> <ol style="list-style-type: none"> 1. Must observe the minimum health protocol. 2. Free parking space (at least 5 slots) 3. Free use of amenities and other facilities 4. Continuous water supply and accessible comfort rooms 5. Accessible emergency exit and alarm, and standby fire extinguisher or automatic sprinkler 6. Provision of janitorial and maintenance services 7. Good ambience to promote learning 	1	44,100.00	44,100.00

- 8. Adequate security service (24/7)
 - 9. Requirements for Emergency in case of fire, earthquake, and present this at the start of event
 - 10. Availability of trained staff that can address health concerns
 - 11. With standby generator
 - 12. Must obtain at least 90% of the factor value rating
 - 13. Price quotation/s validity: Must be valid for a period of thirty (30) calendar days from the date of submission.
- Mode of Payment: SEND BILL Arrangement or 15-30 working days after receipt of the billing statement.**
- Price quotation/s validity: Must be valid for a period of thirty (30) calendar days from the date of submission.**
- PR # 0700-2025-01-008 (RSSO-SOCD)**

Amount in Words:	FORTY-FOUR THOUSAND ONE HUNDRED PESOS ONLY	44,100.00
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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 on the undelivered item/s.

<p>Conforme:</p> <p style="text-align: center;"><i>[Signature]</i> ESTRELLITA Helet Velasco Signature over Printed Name of Supplier <u>Jan. 24, 2025</u> Date</p>	<p>Very truly yours,</p> <p style="text-align: center;"><i>[Signature]</i> ARIEL E. FLORENDO Regional Director <u>24 January 2025</u> Date</p>
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<p>Fund Cluster : <input checked="" type="checkbox"/> 01-Regular Fund</p> <p style="padding-left: 40px;">// 07-Trust Fund</p> <p>Funds Available : _____</p> <p style="text-align: center;"><i>[Signature]</i> ISABEL H. SATO Accountant</p>	<p>ORS/BURS No. : 02-101101-2025-01-0029</p> <p>Date of the ORS/BURS: 24 January 2025</p> <p>Amount : _____ <u>44,100.00</u></p>
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