

**PURCHASE ORDER**  
**PHILIPPINE STATISTICS AUTHORITY**  
**Gaisano Capital South Bldg., Colon St., Cebu City**

<b>Supplier: EASTLAND HOTEL &amp; RESIDENCES</b> Address: : <u>Pres. Roxas St., Kasambagan, Cebu City</u>	P.O. No. : <u>0700-PO2023-10-154</u> Date : <u>14 October 2023</u>
TIN: <u>202-254-206-000</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:

<b>Kasambagan, Cebu City</b> Date of Delivery: <u>16-18 October 2023</u>	Delivery Term : <u>Per day</u> Payment Term : <u>Within 15-30 working days after the</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	LOT	<p style="text-align: center;"><b>3rd Quarter 2023 Regional Data Review (RDR)</b></p> <p style="text-align: center;"><b>Lot 1- Venue with Accommodation and Food (AM &amp; PM snacks, buffet breakfast, buffet lunch and buffet dinner) during the 3rd Quarter 2023 Regional Data Review (RDR) for Agricultural Statistics on 16-18 October 2023.</b></p> <p><b>No of pax: 30 live-in &amp; 1 live-out</b></p> <p><b>Check in:</b>  <b>15 October 2023 - 12 pax</b> (with dinner &amp; accommodation) participants from Bohol, Neg.Or. &amp; Siquijor</p> <p><b>16 October 2023 - 17 pax</b> (with breakfast, AM &amp; PM snacks, lunch &amp; Dinner) participants from RSSO 7 &amp; Cebu</p> <p><b>Check-out:</b>  <b>18 October 2023 - 17 pax</b> (with breakfast, AM &amp; PM snacks, lunch &amp; Dinner) participants from RSSO 7 &amp; Cebu</p> <p><b>19 October 2023 - 13 pax</b> (with breakfast) participants from Bohol, Neg.Or. &amp; Siquijor</p> <p><b>Function Room Requirements:</b></p> <ol style="list-style-type: none"> <li>1. Four (4) function rooms with projectors (1 for plenary that can accommodated 31 pax and 3 rooms for break-out session that can accommodate 7-8 pax), spacious and can accommodate the participants with social distancing.</li> <li><b>Usage time - 6:00am to 8:00pm</b></li> <li>2. With available thermal scanner at the venue</li> <li>3. Sound proof/free from unnecessary noise</li> <li>4. No pillars/columns blocking the stage</li> <li>5. Free use of sound system, podiums, projectors, projector screens and microphones preferably</li> <li>6. Audible/operational sound system</li> <li>7. Provision of flag</li> <li>8. Inclusive of electricity charges for use of laptops, projector and other equipment</li> <li>9. Preferably with strong internet connection (100-200 mbps) Pls. indicate Wifi connection speed upon</li> <li>10. Room arrangement-classroom type</li> <li>11. One (1) standby service crew/waiter and technician</li> <li>12. Function room can accommodate comfortably the participants with social distancing.</li> </ol>	1	189,094.00	189,094.00

**Food Requirements:**

1. Buffet (breakfast, lunch & dinner)
2. AM and PM snacks with drinks
3. Meals include rice, 1 soup, 1 appetizer, 3 main courses, dessert & healthy drinks(preferably fresh)
4. Free flowing coffee, tea, milo and purified drinking water in the function room
5. Provision of chips, candies 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
7. Serving time of food:

\*\*\*\*Breakfast - 6:30 AM

\*\*\*\*AM snacks - 10:00 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)

**Room Requirements:**

1. Preferably with free wifi access
2. Daily provision of free bottled water, coffee, tea and toiletries
3. Spacious, tidy and clean following the minimum health protocols
4. Daily room make-up
5. Daily change of towels

**6. Room types:**

- \*\*\* single occupancy
- \*\*\* double occupancy, separate beds
- \*\*\* triple occupancy, separate beds

(Note: Depending on the rooming list)

**Other Requirements:**

1. Must observe the minimum health protocol.
2. Free use of amenities and other facilities
3. Continuous water supply and accessible comfort rooms
4. Accessible emergency exit and alarm, and standby fire extinguisher or automatic sprinkle
5. Provision of janitorial and maintenance services
6. Good ambience to promote learning
7. Adequate security service (24/7)
8. Availability of trained staff that can address health concern
9. With standby generator
10. Free parking space (at least 5 slots)
11. Must obtain at least 90% rating (Table Rating Factor)

**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# 0700-2023-10-165 (RSSO-SOCD)

Amount in Words: ONE HUNDRED EIGHTY-NINE THOUSAND NINETY-FOUR PESOS ONLY 189,094.00

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:

  
MA. TERESA GEMPARO  
Signature over Printed Name of Supplier  
Oct 14, 2023  
Date

Very truly yours,

  
ARIEL E. FLORENDO  
Regional Director  
14 October 2023  
Date

Fund Cluster :  01-Regular Fund  
 / 07-Trust Fund

Funds Available : \_\_\_\_\_  
  
ISABEL H. SATO  
Accountant

ORS/BURS No. : 02-101101-2023-10-834

Date of the ORS/BURS: 14 October 2023

Amount : P 189,094.00