

PURCHASE ORDER

PHILIPPINE STATISTICS AUTHORITY

2/F Martina Sugbo Center, P. Burgos St., Brgy. San Roque, Cebu City

Supplier :	CEBU BUSINESS HOTEL	P.O. No. : 0722-PO2025-01-001
Address :	Colon St., Cebu City	Date : 6 January, 2025
TIN :		Mode of Procurement: Lease of Venue

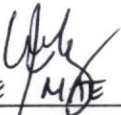

Gentlemen:

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

Place of Delivery :	CEBU BUSINESS HOTEL	Delivery Term : Full Delivery per Day
Date of Delivery :	06 to 09 January 2025	Payment Term : Within 30 working days after receipt of the billing statement

Stock/ Property	Unit	Description	Quantity	Unit Cost	Amount
1	LOT	Venue with Food (AM and PM snacks and buffet lunch) for the January 2025 Labor Force Survey Third Level Training on 6 to 9 January 2025 for PSA Cebu.	1	87,780.00	87,780.00
		Total number of pax: 33			
		Date of Delivery: 6 to 9 January 2025			
		***33 pax/ day			
		Function Room Requirement:			
		1. Sound proof/free from unnecessary noise			
		2. Provision of one (1) function room that can accommodate 33 pax			
		3. No pillars/columns blocking the stage			
		4. Use of function from 7:30AM-6:00PM			
		5. Free use of sound system, microphones, projector (at least three microphones, preferably wireless)			
		6. Audible/operational sound system			
		7. Provision of Philippine Flag			
		8. Free tarpaulin/backdrop size: 5ftx8ft			
		9. Inclusive of electricity charges for use of laptops, projector and other equipment			
		10. Preferably with strong WIFI connection (at least 150mbps)			
		11. Room arrangement-classroom type			
		12. Two (2) Standby service crew/waiter and technician			
		13. Provision of secretariats table in the function room			
		Food Requirements (balanced nutritious diet)			
		1. Meals (buffet lunch with AM and PM snacks)			

		2. AM and PM snacks with drinks			
		3. Buffet Lunch - rice, soup, appetizer, 3 main courses (for fish, it should not be cream dory), dessert, and drinks, fresh fruit juice not powdered juice).			
		4. Free flowing coffee, tea, milo and purified drinking water with dispenser 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, but near the main function.			
		7. Serving Time of food:			
		*AM Snacks - should be served at 10:00 AM			
		*Lunch - should be ready by 12:00 NN			
		*PM Snacks - should be served at 3:00 PM			
		8. Attach menu upon submission of quotation/bid form			
		9. No use of plastics for the utensils (spoon & fork, drinking straw, stirrers, cups, and plates)			
		Other requirements:			
		1. Free parking space (4-6 slots)			
		2. Free use of amenities and other facilities			
		3. Proximity to Police and Fire Stations			
		4. Availability of trained staff that can address health concerns			
		5. Must obtain at least 95% of the factor value rating			
		6. Mode of Payment: SEND BILL Arrangement or 15-30 working days after full delivery			
		7. Price quotation/s validity: Must be valid for a period of thirty (30) calendar days from the date of submission.			
		PHILGEPS REGISTRATION			
		MAYOR'S PERMIT			
PR#: 0722-2024-09-110(PSA-CEBU)					

Amount in Words:	EIGHTY-SEVEN THOUSAND SEVEN HUNDRED EIGHTY PESOS ONLY	87,780.00
<p><i>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.</i></p>		
<p>Conforme:</p>	<p> <u>CLARENCE M. DABBAY</u> Signature over Printed Name of Supplier <u>1/6/25</u> Date</p>	<p>Very truly yours,  <u>ARIEL E. FLORENDO</u> Regional Director <u>06 January 2025</u> Date</p>
<p>Fund Cluster : <u>// 07-Trust Fund</u></p> <p>Funds Available : _____</p>	<p><input checked="" type="checkbox"/> <u>01-Regular Fund</u></p> <p><u>NYMPHA S. CHIU</u> A.O.-1/OIC-Accounting</p>	<p>ORS/BURS No. : _____</p> <p>Date of the ORS/BURS: _____</p> <p>Amount : _____</p>