



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY



PURCHASE ORDER

Supplier: GOLDEN PRINCE HOTEL & SUITES			P.O. No. : 0700-PO2025-04-029B		
Address: Archbishop Reyes Avenue, Cebu City			Date : 19 April 2025		
TIN: 211-745-841-000			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: GOLDEN PRINCE HOTEL & SUITES, Archbishop Reyes Avenue, Cebu City			Delivery Term : Per Day		
Date of Delivery: 21-24 April 2025			Payment Term : Within 30 working days after receipt of the billing statement		
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	LOT	2022-2024 Regional Accounts of the Philippines News Conference (Morning) and Focus Group Discussions (FGD) on Construction towards the Overall Revision and Rebasing of the Philippine System of National Accounts for Local Government Units (Afternoon) on 22 April 2025, and FGD for Private Sector on 23 April 2025, and Middle Managers Meeting on 22-23 April 2025	1	194,000.00	194,000.00
1.1		Venue including Accommodation and Food during the 2022-2024 Regional Accounts of the Philippines News Conference on 22 April 2025 *Live-in: 5 pax/day (3 CO Personnel, RD, and 1 PSO) ** CO Personnel - 3 pax Check in: 21 April 2025 with dinner Check out: 24 April 2025 with breakfast **RD and PSO Bohol - 2 pax Check in: 21 April 2025 with dinner Check out: 24 April 2025 with breakfast Food Requirements 1. Complementary Breakfast, lunch and dinner 2. AM and PM snacks with drinks 3. Spacious, tidy and clean 4. Serving time of food: **** Complimentary Breakfast - 7:00 AM **** Dinner- 6:00 PM 5. Attach menu upon submission of quotation/bid form 6. No use of single use 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 4. Daily room make-up 5. Daily change of towels 6. No use of single use plastic for the utensils (spoon & fork, drinking straw, stirrers, cups, & plates) **single/double/triple occupancy, separate beds Note: depending on the rooming list			
1.2		Rental of LED Wall			
1.3		Venue including Food (AM Snacks and Buffet Lunch) during the Simultaneous news conference for the 2022-2024 Report on the Regional Economic Performance of Central Visayas on 22 April 2025 (Morning) Live-out: 65 pax Function Room Requirement: 1. Sound proof/free from unnecessary noise 2. Complimentary use of one or more function rooms, spacious with social distancing Note: - Usage time - 7:00am to 1:00 pm			

- 3. No pillars/columns blocking the stage
- 4. Free use of sound system, podiums, projectors , projector screens and at least four (4) microphones preferably wireless
- 5. Audible/operational sound system
- 6. Provision of flag
- 7. Free welcome tarp (5 ft. x 8 ft.)
- Note: Layout will be provided by PSA
- 8. Inclusive of electricity charges for use of laptops, projector and other equipment
- 9. Preferably with strong WIFI connection (150 mbps) (Pls. indicate WIFI connection speed upon submission of quotation)
- 10. Standby service crew/waiter and technician (indicate no. of service crew and technician)

Food Requirements

- 1. Buffet Lunch
- 2. AM snacks with drinks
- 3. Meals include: rice, 1 soup, 1 appetizer, 3 main courses, dessert & healthy drinks (preferably fresh fruit juices)
- Note: As per the arrangement of the participants
- a. Drinks will be served
- b. A juice dispenser will be provided in the venue
- 4. Free flowing coffee, tea, milo and purified drinking water in the function room
- 5. Location of the buffet table must be inside the main function room and/or outside but near the main function room
- 6. **Serving time of food:**
****AM snacks - 10:00 AM
**** Buffet Lunch - 12:00 NN
- 7. Attach menu upon submission of quotation/bid form (optional)
- 8. No use of single use plastic for the utensils (spoon & fork, drinking straw, stirrers, cups, & plates)

Other requirements:

- 1. Must observe the minimum health protocol.
- 2. Free parking space (at least 6 slots)
- 3. Free use of amenities and other facilities
- 4. Accessible emergency exit and alarm, and standby fire extinguisher or automatic sprinkler
- 5. Provision of janitorial and maintenance services
- 6. Good ambience to promote learning
- 7. Adequate security service (24/7)
- 8. Requirements for Emergency in case of fire, earthquake, and present this at the start of event
- 9. Availability of trained staff that can address health concerns
- 10. With standby generator
- 11. Must obtain at least 90% of the table rating factor

Venue including PM Snacks during the Focus Group Discussions on Construction towards the Overall Revision and Rebasing of the Philippine System of National Accounts for Local Government Units on 22 April 2024 (Afternoon)

Live-out: 20 pax

Function Room Requirement:

- 1. Sound proof/free from unnecessary noise
- 2. Complimentary use of one function room that can accommodate 20 participants, spacious with social distancing
- Note: Usage time - 1:00pm to 6:00pm
- 3. No pillars/columns blocking the stage
- 4. Free use of sound system, podiums, projectors , projector screens and at least four (3) microphones preferably wireless
- 5. Audible/operational sound system
- 6. Provision of flag
- 7. Free welcome tarp (5 ft. x 8 ft.)
- Note: Layout will be provided by PSA
- 8. Inclusive of electricity charges for use of laptops, projector and other equipment
- 9. Preferably with strong WIFI connection (150 mbps)
(Pls. indicate WIFI connection speed upon submission of quotation)
- 10. Standby service crew/waiter and technician
(indicate no. of service crew and technician)

1.5

Food Requirements

- 1. PM snacks with drinks
- 2. Free flowing coffee, tea, milo and purified drinking water in the function room
- 3. Location of the buffet table must be inside the main function room and/or outside of, but near the main function room
- 4. **Serving time of food:**
****PM snacks - 3:00 p.m.
- 5. Attach menu upon submission of quotation/bid form (optional)
- 6. No use of single use plastic for the utensils (spoon & fork, drinking straw, stirrers, cups, & plates)

Venue with Accommodation and Food (AM Snacks, complementary breakfast, buffet/family style lunch) during the Focus Group Discussions on Construction towards the Overall Revision and Rebasing of the Philippine System of National Accounts for Private Sector on 23 April 2025 (Morning)

Total Number of pax: 20 pax

Live-in : 10 pax

Live-out: 10 pax

Live-in and Live-out with meals (complementary/buffet breakfast, AM snacks, and buffet lunch) for participants from PSA RSSO 7 and Private Sector

***** 23 April 2025 - 20 pax**

Check-in:

*****22 April 2025- 10 pax (live-in) with family style/buffet dinner for participants from Private Sector**

Check-out:

*****23 April 2025- 10 pax (live-in) for participants from Private Sector**

Function Room Requirement:

- 1. Sound proof/free from unnecessary noise
- 2. Capacity of the Function room shall accommodate 20 pax with social distancing (please indicate the name of the function room)
- Note: Usage time - 6:00 AM to 1:00 PM
- 3. No pillars/columns blocking the stage
- 4. Free use of sound system, podiums, two (2) projectors, two (2) projector screens, and two (2) wireless microphones
- 5. Audible/operational sound system
- 6. Provision of flag
- 7. Inclusive of electricity charges for use of laptops, desktops, projector and other equipment
- 8. Preferably with strong WIFI connection 100-200 mbps)
- (Pls. indicate Wi-Fi connection speed upon submission of quotation)
- 9. Room arrangement-classroom type
- 10. With at least one (1) standby service crew/waiter and technician
- 11. Provision of Secretariat's table
- 12. Free welcome tarp (5 ft. x 8 ft.)

Note: Layout will be provided by PSA

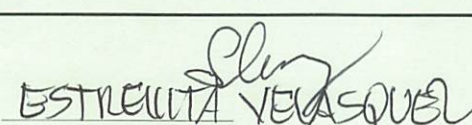
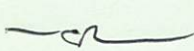

- 13. Function room can accommodate comfortably the 20 participants

Food Requirements:

- 1. Complimentary/Buffer breakfast, and Buffer lunch
- 2. AM 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. Location of the buffet table must be inside the main function room and/or outside of, but near the main function room
- 6. **Serving time of food:**
****Breakfast - 6:30 AM
****AM snacks - 10:00 AM
****Lunch - 12:00 NN
- 7. **Meals**
***** 23 April 2025- 20 pax (live-in and live-out) (Meals: with AM snacks, complementary/buffet breakfast, and buffet lunch)**
- 8. Attach menu upon submission of quotation/bid form
- 9. No use of plastic for the utensils (spoon & fork, drinking straw, stirrers, cups, & plates)

1.6

<p>Room Accommodation Requirements:</p> <ol style="list-style-type: none">1. Preferably with free Wi-Fi access2. Daily provision of free bottled water, coffee, tea and toiletries3. Spacious, tidy and clean following the minimum health protocols4. Daily room make-up5. Daily change of towels <p>6. Room types:</p> <p>*** Single Occupancy</p> <p>***Triple/Double occupancy, separate beds</p> <p>Note: Depending on the rooming list</p> <p>Other Requirements:</p> <ol style="list-style-type: none">1. Must observe the minimum health protocol.2. Free use of amenities and other facilities3. Continuous water supply and accessible comfort rooms4. Accessible emergency exit and alarm, and standby fire extinguisher or automatic sprinkler5. Provision of janitorial and maintenance services6. Good ambience to promote learning7. Adequate security service (24/7)8. Availability of trained staff that can address health concerns9. With standby generator10. Free parking space (at least 5 slots)11. Must obtain at least 90% rating (Table Rating Factor) <p>Venue with Accommodation and Food (AM and PM Snacks, complementary breakfast, buffet/family style lunch and Buffet Dinner) during the Middle Managers Meeting on 22-23 April 2025</p> <p>Total Number of pax: 18 pax</p> <p>Live-in : 7 pax</p> <p>Live-out: 11 pax</p> <p>Live-in and Live-out with meals (complementary/buffet breakfast, AM and PM snacks, buffet lunch, and dinner) for participants from PSA RSSO 7 and Provincial Offices Middle Managers</p> <p>*** 22-23 April 2025 - 18 pax</p> <p>Check-in:</p> <p>***22 April 2025- 7 pax (live-in) with family style/buffet dinner for Provincial Offices Middle Managers</p> <p>Check-out:</p> <p>***24 April 2025- 7 pax (live-in) for Provincial Offices Middle Managers</p> <p>Function Room Requirement:</p> <ol style="list-style-type: none">1. Sound proof/free from unnecessary noise2. Capacity of the Function room shall accommodate 19 pax with social distancing (please indicate the name of the function room) <p>Note:</p> <p>- Usage time -</p> <p>22 April 2025 - 1:00 PM to 6:00 PM</p> <p>23 April 2025 - 6:00 AM to 7:00 PM</p> <ol style="list-style-type: none">3. No pillars/columns blocking the stage4. Free use of sound system, podiums, two (2) projectors, two (2) projector screens, and two (2) wireless microphones5. Audible/operational sound system6. Inclusive of electricity charges for use of laptops, desktops, projector and other equipment7. Inclusive of electricity charges for use of laptops, desktops, projector and other equipment8. Preferably with strong WIFI connection 100-200 mbps) <p>(Pls. indicate Wi-Fi connection speed upon submission of quotation)</p> <ol style="list-style-type: none">9. Room arrangement-classroom type10. With at least one (1) standby service crew/wailer and technician11. Provision of Secretariat's table12. Function room can accommodate comfortably the 19 participants <p>Food Requirements:</p> <ol style="list-style-type: none">1. Complimentary/Buffer breakfast, and Buffet lunch
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	<p>2. AM and PM snacks with drinks</p> <p>3. Meals include rice, 1 soup, 1 appetizer, 3 main courses, dessert & healthy drinks (preferably fresh fruit juices)</p> <p>4. Free flowing coffee/ tea/ milo and purified drinking water in the function room</p> <p>5. Location of the buffet table must be inside the main function room and/or outside of, but near the main function room</p> <p>6. Serving time of food:</p> <p>****Breakfast - 6:30 AM</p> <p>****AM snacks - 10:00 AM</p> <p>****Lunch - 12:00 NN</p> <p>****PM snacks - 3:00 PM</p> <p>****Dinner - 6:00 PM</p> <p>7. Meals</p> <p>*** 22-23 April 2025- 19 pax (live-in and live-out) (Meals: with AM and PM snacks, complementary/buffet breakfast, and buffet lunch, and buffet dinner)</p> <p>8. Attach menu upon submission of quotation/bid form</p> <p>9. No use of plastic for the utensils (spoon & fork, drinking straw, stirrers, cups, & plates)</p> <p>Room Accommodation Requirements:</p> <p>1. Preferably with free Wi-Fi access</p> <p>2. Daily provision of free bottled water, coffee, tea and toiletries</p> <p>3. Spacious, tidy and clean following the minimum health protocols</p> <p>4. Daily room make-up</p> <p>5. Daily change of towels</p> <p>6. Room types:</p> <p>*** Single Occupancy</p> <p>***Triple/Double occupancy, separate beds</p> <p>Note: Depending on the rooming list</p> <p>Other Requirements:</p> <p>1. Must observe the minimum health protocol.</p> <p>2. Free use of amenities and other facilities</p> <p>3. Continuous water supply and accessible comfort rooms</p> <p>4. Accessible emergency exit and alarm, and standby fire extinguisher or automatic sprinkler</p> <p>5. Provision of janitorial and maintenance services</p> <p>6. Good ambience to promote learning</p> <p>7. Adequate security service (24/7)</p> <p>8. Availability of trained staff that can address health concerns</p> <p>9. With standby generator</p> <p>10. Free parking space (at least 5 slots)</p> <p>11. Must obtain at least 90% rating (Table Rating Factor)</p> <p>Mode of Payment: SEND BILL Arrangement or 15-30 working days after receipt of the billing statement.</p> <p>Price quotation/s validity: Must be valid for a period of thirty (30) calendar days from the date of submission.</p> <p>PR# 0700-2025-03-033-(RSSO-SOCD)</p>		
Amount in Words:	ONE HUNDRED NINETY-FOUR THOUSAND PESOS ONLY	194,000.00	
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:	<p> Signature over Printed Name of Supplier April 19, 2025 Date</p>	Very truly yours,  WILMA A. PERANTE OIC-Regional Director 19 April 2025 Date	
Fund Cluster : <input checked="" type="checkbox"/> 01-Regular Fund // 07-Trust Fund Funds Available : _____	<p> ISABEL H. SATO Accountant</p>	ORS/BURS No. : 02-101101-2025-04-0209 Date of the ORS/BURS: 19 April 2025 Amount : 194,000.00	

