

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

Supplier: <b>ALTA CEBU VILLAGE GARDEN RESORT INC.</b>	P.O. No. : <b>0700-PO2023-12-196</b>
Address: <b>CORDOVA CEBU</b>	Date : <b>04 December 2023</b>
TIN: <b>464-138-210-000</b>	Mode of Procurement : <b>Lease of Venue</b>

Gentlemen:

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

Place of Delivery: <b>ALTA CEBU VILLAGE GARDEN RESORT INC., CORDOVA CEBU</b>	Delivery Term : <b>05,06 &amp; 07 Dec.2023</b>
Date of Delivery: <b>daily ( 05,06 &amp; 07 Dec.2023)</b>	Payment Term : <b>Within 15 working days after the receipt of the billing statement</b>

Stock/ Property No	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<b>Venue including Accommodation and Food (AM &amp; PM snacks with breakfast, lunch and dinner) during the 2023 Year End Performance Review and 2024 Division Planning Workshop for SOCD on 05-07 December 2023</b>	1	172,500.00	172,500.00
		<i>Number of Pax: 25 pax /day (RD, SOCD Regulars and COSWs)</i>			
		Check in: ***05 December 2023 with AM/PM snacks, buffet breakfast, lunch, and dinner			
		Check out: ***08 December 2023 with breakfast			
		<b>Function Room Requirement:</b>			
		1. Sound proof/free from unnecessary noise			
		2. Function room, spacious and can accommodate the participants with social distancing <i>Note:</i> <i>- Usage time - 7:00am to 10:00pm</i>			
		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. WIFI connection 100 MBPS			
		9. Room arrangement-classroom type			
		10. One (1) standby service crew/waiter and technician			
		<b>Food Requirements</b>			
		1. Buffet breakfast, 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/milo/tea 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			
		7. Opening time of food			