



WORK ORDER

DELIVERY DUE DATE

COD

Procurement Unit
Tel No. 045 606 8142/606 8157

Supplier: **SUBIC GRAND HARBOUR HOTEL**
Address: **249 Waterfront Road, Subic Bay Freeport Zone**
TIN: **008-055-484-000**
Tel. No.: **(+6347) 250-3071 / 0945-500-1344**

Work Order No.: **2022-205**
Date: **11/24/2022**
JO No.: **2022-257**
Date: **11/18/2022**
Mode of Procurement: **Small Value**
Mode of Payment: **COD**

SIR/MADAM

You are hereby advised to accomplish/deliver the following job/work on **November 30-December 2, 2022** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY	UNIT	DESCRIPTION	UNIT COST	TOTAL COST												
1	lot	LABOR AND MATERIALS: ACCOMMODATION, CATERING, AND RENTAL SERVICES	327,200.00	327,200.00												
		<table border="1"> <thead> <tr> <th>Room Type</th> <th>No. of Rooms</th> <th>No. of Nights</th> <th>Package Rate</th> </tr> </thead> <tbody> <tr> <td>Eleven (11) Rooms for Twin Sharing</td> <td>11</td> <td>2</td> <td>80,680.00</td> </tr> <tr> <td>Meals for Two Days good for 80pax</td> <td></td> <td></td> <td>246,520.00</td> </tr> </tbody> </table>	Room Type	No. of Rooms	No. of Nights	Package Rate	Eleven (11) Rooms for Twin Sharing	11	2	80,680.00	Meals for Two Days good for 80pax			246,520.00		
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Eleven (11) Rooms for Twin Sharing	11	2	80,680.00													
Meals for Two Days good for 80pax			246,520.00													
		PACKAGE INCLUSIONS: <ul style="list-style-type: none"> Room accommodation for 22 pax good for 2 nights Usage of Grand Ballroom (Half Day) Usage of Extension Hall (Half Day for 1st Day & Whole Day for 2nd Day) Usage of GYM Extension (Half Day for 1st Day & Whole Day for 2nd Day) 														
		MEAL ARRANGEMENTS: November 30, 2022 <ul style="list-style-type: none"> * Lauriat Style Dinner for 23pax December 01, 2022 <ul style="list-style-type: none"> * Managed Buffet Breakfast good for 23pax * Plated AM Snack good for 80pax * Managed Buffet Lunch good for 80pax * Plated PM Snack good for 80pax December 02, 2022 <ul style="list-style-type: none"> * Managed Buffet Breakfast good for 22pax * Plated AM Snack good for 80pax * Managed Buffet Lunch good for 80pax * Plated PM Snack good for 80pax <ul style="list-style-type: none"> • Basic Table Setting and Physical Arrangement of the Area, • Use of Basic Sound System, Wireless microphones with technical staff, • Provision of Alcohol/ hand sanitizer while on venue • Complimentary Welcome banner • Complimentary use of LCD Projector with White Screen, • Professional Service Staff • Parking space, • Free use of High-speed WIFI connection • FREE Use of Podium, White Board, White Board Marker and Eraser, • PA System with 2 wireless microphones • FREE Conference Kits: Memo Pad, Pencil and mints 														

(Please read carefully at the back hereof)

COMMISSION ON AUDIT - TSU
RECEIVED
NOV 29 2022

Charge to:
ROA No.: **02-201461-2022-11-1617**
CONFORME & RECEIVE COPY

SUBIC GRAND HARBOUR HOTEL

Firm/Dealer/Supplier/Contractor

Bank Account Name: **DBRD SUBIC LEISURE CORP.**
Bank Account Number: **LAND BANK OF THE PHILS.**
Bank Name: **1572-1029-86**
Bank Address: **SUBIC**

FUNDS AVAILABLE:

JASPER A. YAUDER, CPA
Budget Officer

APPROVED:

DR. GRACE N. ROSETE

Vice President for Administration
Authorized Official



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		Eleven (11) Rooms for Twin Sharing	11	2	80,680.00
		Meals for Two Days good for 80pax			246,520.00
		PACKAGE INCLUSIONS:			
		<ul style="list-style-type: none"> Room accommodation for 22 pax good for 2 nights Usage of Grand Ballroom (Half Day) Usage of Extension Hall (Half Day for 1st Day & Whole Day for 2nd Day) Usage of GYM Extension (Half Day for 1st Day & Whole Day for 2nd Day) 			
		MEAL ARRANGEMENTS:			
		November 30, 2022			
		* Lauriat Style Dinner for 23pax			
		December 01, 2022			
		* Managed Buffet Breakfast good for 23pax			
		* Plated AM Snack good for 80pax			
		* Managed Buffet Lunch good for 80pax			
		* Plated PM Snack good for 80pax			
		December 02, 2022			
		* Managed Buffet Breakfast good for 22pax			
		* Plated AM Snack good for 80pax			
		* Managed Buffet Lunch good for 80pax			
		* Plated PM Snack good for 80pax			
		<ul style="list-style-type: none"> Basic Table Setting and Physical Arrangement of the Area; Use of Basic Sound System, Wireless microphones with technical staff; Provision of Alcohol/ hand sanitizer while on venue. Complimentary Welcome banner Complimentary use of LCD Projector with White Screen; Professional Service Staff; Parking space; Free use of High- speed WIFI connection FREE Use of Podium, White Board, White Board Marker and Eraser. PA System with 2 wireless microphones FREE Conference Kits: Memo Pad, Pencil and mints FREE Morning coffee 			

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Charge to:
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