

PURCHASE ORDER
DEPARTMENT OF TOURISM - National Capital Region

Supplier	OKADA MANILA	P. O. No.	NCR-24-095-A
Address	Okada Manila, Seaside Drive, Entertainment City, Tambo Paranaque City	Date	November 05, 2024
Telephone	0917-814-9358	Mode of Procurement :	NP 53.9 - Small Value Procurement

Gentlemen :
Please furnish this office the following articles subject to the terms & conditions contained herein:

Place of Delivery :	Metro Manila	Delivery Term :	One (1) day
Date of Delivery :	November 11, 2024	Payment Term :	
		Government Procedure	

Stock No.	Unit	Quantity	Description	Unit Cost	Amount
	LOT	1 (One)	<div>LEASE OF VENUE</div> <div>I. PROJECT NAME : SEATRADER CRUISE ASIA PACIFIC (SCAP) 2024</div> <div>I. BRIEF BACKGROUND: Seatrader Cruise (STC) Asia is a must-attend for the global cruise industry, as it is the leading cruise event focusing on the potential of Asia as a destination and as a market. The event brings together key stakeholders from the cruise community to learn, network and do business in this thriving region. With many of the regional industry's key players attending, STC Asia provides an invaluable opportunity for industry professionals to connect, share insights and explore new business opportunities. The event is open to all cruise industry figures, key decision makers, and purchasers, and is attended by cruise stakeholders ranging from itinerary planners, port agents, excursion handlers, government agencies and cruise associations. The event will feature a 2-day conference session, networking opportunities, and familiarization trips for select cruise line executives. The 2024 edition of the event will be held from November 12 to 13, 2024 at the Shangri-la The Port, Bonifacio Global City, Taguig.</div> <div>III. SCOPE OF WORK / DELIVERABLES The DOT-MCR requires an accommodation with a function room with the following set-up: A. Venue 1. Date: November 11, 2024 1600H 2. Must be a DOT-accredited hotel in Makati, Pasay, Paranaque areas for the following requirements: <ul style="list-style-type: none">- Can accommodate 400-500 pax- Meals (heavy cocktails with local delicacies of different regions for 400 pax)- Open Bar- Cultural performers- Acoustic live band- Led walks for Regional AVPs- Lights and Sounds- Stage- Emcee/host- Buses to pick up delegates from Shangri-la, UIC to Okada, Manila and vice versa.- Philippine Pressa Theme Decor- Backdrop with STC lay out design including DOT Logo, and Love the Philippines Tagline</div> <div>IV. MINIMUM REQUIREMENTS: • Within Makati, Pasay or Paranaque area; • Has an event venue/function hall, tables, equipment, and facilities sufficient for the conduct of the seminar/workshop for 450-500 pax; and • APPROVED BUDGET FOR THE CONTRACT (ABC) PBB 4,327,277.73 Pesos : Four Million Three Hundred Twenty-Seven Thousand Two Hundred Seventy-Seven and 73/100 Only * Inclusive of all applicable taxes, DOT/MCR government taxes, service charges, and other applicable taxes and charges not specified herein. The bidder shall submit a copy of the approved budget and the government procurement procedure and subject to appropriate government laws.</div> <div>-----nothing follows-----</div>		3,771,848.40
(Total Amount in Words)			Pesos : THREE MILLION SEVEN HUNDRED SEVENTY-ONE THOUSAND EIGHT HUNDRED FORTY-EIGHT AND 40/100 ONLY (inclusive of all applicable government taxes)		3,771,848.40

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.

Conforme :		Very truly yours, SHANTEN ZABALA-BATIN Assistant Secretary for TRDG and concurrent Regional Director, DOT-NCR
Funds Available :	ANA LIZA M - LUCAS	Amount : ₱ 3,771,848.40
	Acting Accountant	ALOB No. 11A-25-04-0004