

PURCHASE REQUEST

Entity Name: PhilFIDA

Fund Cluster: 101

Office/Section: TECHNICAL ASSISTANCE DIVISION		PR No.: <u>22-08-540</u>	Date: 08/18/2022		
		Responsibility Center Code _____			
Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	lot	Venue, Food, and Accommodation for the Training on Technical Writing and Seminar on Government Procurement from September 26-30, 2022 within Antipolo City	1	190,000.00	190,000.00
		TERMS AND CONDITIONS:			
		1) Venue / Function Room (Airconditioned)			
		- Capacity: at least 15 pax			
		- with parking spaces for at least 3 vehicles			
		- free use of the following:			
		- Function Room - 7 am to 11 pm; podium; LCD projector with screen and HDMI cable; sound system with at least 3 microphones (wireless and wired), speakers, and audio cables; white board, markers, and erasers; strong WiFi; extension cords and backup power system.			
		2) Food for 14 pax			
		- September 26, 2022 - PM snack, dinner			
		- September 27-29, 2022 - breakfast, AM snack, lunch, PM snack, and dinner			
		- September 30, 2022 - breakfast			
		- All meals are plated.			
		- Free flowing coffee, tea, drinks, and water.			
		- Includes mints/candies.			
		3) Accommodation for 14 pax			
		- September 26-30, 2022 (4-day full board)			
		- 4 twin sharing, no bed sharing (6 M, 2 F)			
		- 1 triple sharing, no bed sharing (3 F)			
		- 1 solo (1 M)			
		- 1 solo (1 F - resource person)			
		- September 28-30, 2022 (2-day full board)			
		- 1 solo (1 F - resource person)			
		- Total: 8 rooms (Airconditioned with strong WiFi)			
		Charged to: TAD ESETS 2022 Funds			
			TOTAL		190,000.00

PHILIPPINE FIBER INDUSTRY DEVELOPMENT AUTHORITY
QUEZON CITY
RECEIVED
Date: 08-18-22
BY: [Signature]
BAC SECRETARIAL

8-22-2022
Date
Purchase Request 22-08-540
budget is within the TAD
approved 2022 APP/PPMP
BAC Secretariat

Purpose: For the conduct of Training on Technical Writing and Seminar on Government Procurement from September 26-30, 2022.

Signature	<u>[Signature]</u>	Approved by:	<u>[Signature]</u>
Printed Name	ORLANDO D. COCAL		ANNRAY V. RIVERA
Designation	OIC-Technical Assistance Division		OIC-Deputy Executive Director III