



PURCHASE REQUEST

Entity Name **PHILIPPINE FIBER INDUSTRY DEVELOPMENT AUTHORITY**

Fund Cluster: 101

Office/Section:		PR No. <u>2025-05-001</u>		Date: May 2, 2025	
		Responsibility Center Code:			
Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	lot	Provision of food, venue and accommodation for Training of Trainers on Abaca Production cum Fiber Grading	1		438,000.00
		Details:			
		Duration: May 26-31, 2025			
		Number of Participants: 39 pax			
		Venue:			
		1. Within city limit of Davao City			
		2. Able to accommodate up to 39 participants,			
		3. With projector, white board, sound system			
		4. Have strong wi-fi connection and strong mobile network signal			
		5. Inclusive of full board meal (Buffet)			
		6. Separate beds for live-in participants- Solo/Triple/Quad sharing			
		Food & Accommodation:			
		1. For 39 pax			
		2. Five (5) days and Five (5) nights			
		• Day 1 (Arrival) - AM snacks-Lunch-PM snacks-Dinner			
		• Day 2 to 5 - Full board			
		• Day 6 (Departure) - Packed Breakfast			
		3. With free-flowing coffee daily			
		TOTAL			438,000.00

Purpose: For the conduct of Training of Trainers on Abaca Production cum Fiber Grading on May 26-31, 2025.

	Requested by:	Approved by:
Signature		
Printed Name	MILAGROS B. LABURADA	DATE: 05/02/25 Engr. IRMA R. RODIS
Designation	Head, TAU	OIC, Regional Office XI

Budget is within the TAU Unit
 approved Supplemental no. 84

BAC Secretariat