

Advance RF9

11/23/2020

9:35 Appendix 60

BAG  
DATE: 11/23/2020  
TIME: 9:35  
REC'D BY: K

# PURCHASE REQUEST

Entity Name: DSWD FO VI

Fund Cluster: \_\_\_\_\_


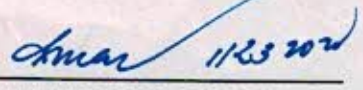
Office/Section: <u>RICTMS</u>	PR No.: <u>2020 - 11 - 2045</u>	Date: <u>Nov. 10, 2020</u>
Responsibility Center Code: _____		

Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	PAX	<i>ICTMS meetings w/ the following schedules:</i>			
	PAX	December 1, 2020	30	500.00	15,000.00
	PAX	December 2, 2020	30	500.00	15,000.00
	PAX	December 10, 2020	30	500.00	15,000.00
	PAX	December 11, 2020	30	500.00	15,000.00
		<ul style="list-style-type: none"> <li>*1 buffet lunch with 2 snacks (AM/PM) Snacks with free flowing coffee, tea, chocolate drink, cold and hot drinking water</li> <li>* dining hall and air conditioned function room: Well ventilated air-conditioned function room to accommodate participants twice the number of the total target participants following amenities:</li> <li>* LCD widescreen with projector</li> <li>* PA system with atleast 2 microphones, audio jack and extension cords</li> <li>* movable tables &amp; chairs and 1 secretariat table Offlip board/white board with board pen Accomodation:</li> <li>* high speed internet ready WIFI access in the function</li> <li>-welcome tarpaulin or backdrop</li> <li>*conductive working space.</li> </ul>			
		<p>Health and Safety Requirements: The following are the health safety protocols to be implemented throughout the duration of the activity; Temperature Scanner upon entry; Proper Handwashing facility/ Alcohol dispersal upon entry to venue premises; Foot bath; Table and Chairs will be arranged to religiously observe physical distance.</p> <p>Note: No usage of plastic and disposable serving items e.g. coffee stirrer, coffee cups, Styrofoam box, spoon and fork, etc.; Internet bandwidth: &gt;= 10 Mbps (download/upload) w/ dedicated internet connectivity (leased line); with backup and redundancy</p> <p>*** NOTHING FOLLOWS ***</p>			
				<b>TOTAL</b>	<b>60,000.00</b>

FINANCE ASSIGNMENT DIVISION  
**FUNDS AVAILABLE**  
 BUDGET SECTION: 2020  
 DATE: 11/23/2020  
 REF: 20200010001000 (RICTMS) 02-2020  
50799070-r 11-9 11-2-30-2020

DSWD FIELD OFFICE VI  
 BIDS & AWARDS COMMITTEE  
 2020-11-1028  
 DATE PROC: K TIME: \_\_\_\_\_  
 PROC BY: \_\_\_\_\_

Purpose: **To conduct RICTMS meetings, chargeable against ICTMS Fund.**

Requested by:	Approved by:
Signature: 	
Printed Name: <b>RYAN A. DE LA GENTE</b>	<b>MA. EVELYN B. MACAPOBRE, CESO III</b>
Designation: <b>CAO/OIC Chief - PPD</b>	<b>Regional Director</b>