PURCHASE REQUEST
BOHOL PROVINCIAL GOVERNMENT
Province of Bohol

F-PR BCOORAPRS-2023-334 3/01/23

Department: Bohol Provincial Environment Management Office
Unit Bohol Island Geopark 7000-11-08

PR No: **Date:** February 20, 2023
SA No.: **Date:**
ALOBS No: **Date:**

Item No.	Item Description	Quantity	Unit	Unit Cost	Total Cost
1	**Furnishing of Meals and Snacks for the Geopark Capacity Development Training**	40	pax	800.00	32,000.00
	2 meals and 2 snacks per day *(Category C)*				
	No. of Meals — 40 pax (@600/pax x 1 activity)				
	No. of Snacks — 40 pax (@200/pax x 1 activity)				
2	**Furnishing of Meals and Snacks for the Geopark Workshops**	120	pax	1,100.00	132,000.00
	3 meals and 2 snacks per day *(Category C)*				
	No. of Meals — 30 pax (@900/pax x 2workshops) 2 days/workshop				
	No. of Snacks — 30 pax (@200/pax x 2workshops) 2 days/workshop				
3	**Accomodation for the Participants of Geopark Workshops**	50	pax	1,000.00	50,000.00
	room accomodation good for 1 night per activity				
	No. of Pax — 25 pax (@1,000/pax x 2 workshops)				
	Type of Room — Standard Airconditioned Room with TV & toiletries (Single or as per request of the end-user)				
4	**Accomodation for the Resource Person/ Advisers/Experts/ Invited Guests of Geopark related Activities** with free breakfast	50	pax	1,500.00	75,000.00
	room accomodation good for 1 night per activity				
	No. of Pax — 10 pax (@1,500/pax x 5 activities)				
	Type of Room — Standard Airconditioned Room with TV & toiletries (Single)				
	Other Requirements/ Inclusions :				
	Caterer can provide a room accomodation and function room within Tagbilaran City;				
	Free use of venue with sound system, microphones, projector and white screen;				
	Free use of chairs and tables good for the number of pax per activity;				
	Buffet Meal with free flowing coffee or Packed Meal (as per request of the end-user);				
	Native snacks(e,g sikwate, torta, camote fries with latik and the like)				
	Food should not be packed in styrofoam and other non-biodegradable materials/ ***single-use plastics in compliance of Provincial Ordinance 2020-005;***				
	Place of Delivery for Catering: — Tagbilaran City/ Caterer's Venue				
	Date of Delivery — Upon demand based on the actual date of activity				
	Mode of Procurement: — Public Bidding				
				TOTAL	**289,000.00**

PROVINCIAL BUDGET OFFICE
PROVINCE OF BOHOL
CONTROL NO. 390 RECD BY: DATE: 2/24/23
EARMARK NO. 02-0418 VALID UNTIL: 12/31/23
EXPENSE CODE: 7000-11-08 (50299990) AMOUNT: 289,000.00
FUND SOURCE: 2022-016 CONTROLLER DATE: 2/24/23
PETER ROSS M. RETUTAL, CPA
PBMO

Purpose: Catering for the Geopark Capacity Development Training;
Catering for the Geopark Workshops; Accomodation for Geopark Related Activities

Approved: