

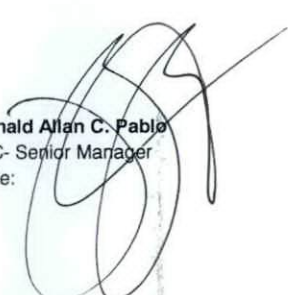
Date Issued: 05/14/16

BANQUET EVENT CONTRACT

No. 247.16

Handled by: Kathleen Macabuhay

Operated by Paramount Hotels and Facilities Mgt. Co. Inc.

DATE: 30-May Day: Monday		FUNCTION: Meeting	
ENGAGER: Philippine Health Insurance Corporation (Corporate Information Security Department- InfoSec)			
RESERVED BY: Ms. Abigail Melo		Tel. No. 4417444 loc 7558	
BILLING ADDRESS: City State Center., 709 Shaw Blvd., 1603 Pasig City, PH		Email:	
BILLING ARRANGEMENTS: Send Bill Arrangement; CAF and LOA to be provided by engager; Payment to be settled 7 days after the event		DEPOSIT: N/A	
MEAL VENUE:		TIME In: Out:	
MEETING VENUE: Sanggumay		TIME In: 8:00 AM Out: 5:00 PM	
ANNOUNCEMENT BOARD: Md- Year Assessment of Corporate Information Security Department (InfoSec)		COVERS GTD: 8 MAXIMUM COVERS: 10 PRICE: Negotiated Gov't. Set Menu Meeting Package at 12,000 net for the 1st 8 pax; 1,500 net per pax in excess of 8 pax TOTAL: 12,000 net	
BEVERAGE REQUIREMENTS: One Round of iced tea for lunch Free flowing coffee House tea upon request		Computation:	
SET-UP REQUIREMENTS: Boardroom Set-up for 10 pax with green skirting Notepads and Pencils Mint Candies Coffee station inside the function room Registration table outside the function room for 1 pax Projector table Whiteboard with marker		MENU REQUIREMENTS: <u>Whole day Gov't. Set Menu Meeting Package (Negotiated)</u> AM SNACK 8:30 AM Assorted Danish Pastry SET LUNCH 11:30 AM Millie's Restaurant SOUP Molo Soup HOT ITEMS Chicken Inasal Garlic Rice Pickled Vegetables DESSERT Buko Pandan PM SNACK 2:30 PM Baked Macaroni	
ENGINEERING REQUIREMENTS: 1 speaker 1 microphones Projector c/o Millie's			
OTHER REQUIREMENTS: Free-wifi vouchers for 2 pax 2 parking slots on first come first serve basis depending on the availability of the parking			
NOTE: 2,500/hr function room rental fee extension rate		 Ronald Allan C. Pablo OIC- Senior Manager Date:	




Date Issued: 05/14/16

BANQUET EVENT CONTRACT

No. 248.16

Handled by: Kathleen Macabuhay

Operated by Paramount Hotels and Facilities Mgt. Co. Inc.

DATE: 31-May Day: Tuesday		FUNCTION: Meeting	
ENGAGER: Philippine Health Insurance Corporation (Corporate Information Security Department- InfoSec)			
RESERVED BY: Ms. Abigail Melo		Tel. No. 4417444 loc 7558	
BILLING ADDRESS: City State Center,, 709 Shaw Blvd., 1603 Pasig City, PH		Email:	
BILLING ARRANGEMENTS: Send Bill Arrangement; CAF and LOA to be provided by engager; Payment to be settled 7 days after the event		DEPOSIT:	N/A
MEAL VENUE:	TIME In:	Out:	
MEETING VENUE: Sanggumay	TIME In: 8:00 AM	Out: 5:00 PM	
ANNOUNCEMENT BOARD: Md- Year Assessment of Corporate Information Security Department (InfoSec)	COVERS GTD: 8	PRICE: Negotiated	
	MAXIMUM COVERS: 10	Gov't. Set Menu Meeting Package at 12,000 net for the 1st 8 pax; 1,500 net per pax in excess of 8 pax TOTAL: 12,000 net	
BEVERAGE REQUIREMENTS: One Round of iced tea for lunch Free flowing coffee House tea upon request	Computation:		
SET-UP REQUIREMENTS: Boardroom Set-up for 10 pax with green skirting Notepads and Pencils Mint Candies Coffee station inside the function room Registration table outside the function room for 1 pax Projector table Whiteboard with marker	MENU REQUIREMENTS: <u>Whole day Gov't. Set Menu Meeting Package (Negotiated)</u> AM SNACK 8:30 AM Tuna Sandwich SET LUNCH 11:30 AM Millie's Restaurant SOUP Tomato and Basil Soup HOT ITEMS Oven Baked Pork with Demiglace Steamed Rice Sauteed Beans DESSERT Blueberry Panna cotta PM SNACK 2:30 PM Pancit Canton		
ENGINEERING REQUIREMENTS: 1 speaker 1 microphones Projector c/o Millie's			
OTHER REQUIREMENTS: Free-wifi vouchers for 2 pax 2 parking slots on first come first serve basis depending on the availability of the parking			
NOTE: 2,500/hr function room rental fee extension rate	 Ronald Allan C. Pablo OIC- Senior Manager Date:		



Operated by Paramount Hotels & Facilities Management Co., Inc.

BANQUET TERMS & CONDITIONS

1. Function rooms/areas shall be reserved at the Food & Beverage Office by the party named on the reverse side hereof (hereinafter referred to as ENGAGER) on a First Come, First Served basis.
2. To secure a reservation, the ENGAGER shall give a security deposit as determined by the Food & Beverage Department.
3. Function venue shall be available to the ENGAGER only on the specified time stated in the Contract. Additional corresponding fee shall be charged for the use of the function venue beyond the time stated in the Contract. Guests are restricted to function venue only and shall not be allowed to loiter in other areas of the Hotel.
4. All food and beverage items shall be purchased exclusively from MILLIE'S Operated by PARAMOUNT HOTELS&FACILITIES MGT. CO., INC. (hereinafter referred to as the RESTAURANT). It is agreed that the ENGAGER is not permitted to bring in any food and beverage items to the function venue unless previously arranged and authorized. Should the ENGAGER be allowed to bring in food and/or beverage, a cottage fee shall be charged and a waiver form provided by the RESTAURANT shall be signed by the ENGAGER.
5. The ENGAGER agrees to pay for the number of covers, drinks, incidentals and other charges as stated on the reverse side hereof. The ENGAGER agrees that the number of persons shall be determined exclusively by the authorized representative of the RESTAURANT and shall be the basis for final billing.
6. The ENGAGER also agrees to pay for the guaranteed number of guests as indicated on the reverse side hereof or the actual number of guests, whichever is higher.
7. The ENGAGER may amend the number of covers, function date and venue or give additional requirements by giving the RESTAURANT a written notice seventy-two (72) hours prior to the function date and time indicated in the reverse side hereof. In case no such notice is received by the RESTAURANT, it is understood and agreed that the number of persons shall be that already indicated in this contract.
8. The RESTAURANT shall accomplish a Banquet Amendment Form, which shall be signed by the ENGAGER and shall be part of this Contract.
9. The RESTAURANT shall set-up facilities for the ENGAGER's guaranteed number of persons. The RESTAURANT extends its services for additional guests up to ten percent (10%) of the guaranteed number of persons. The RESTAURANT shall not be responsible for insufficiency of food during the function in case the number of covers exceed the maximum covers prepared.
10. The RESTAURANT shall charge additional ten percent (10%) on the price of the menu per head should you exceed the allotted ten percent (10%) of the guaranteed number of persons.
11. All prices are subject to ten percent (10%) service charge.
12. The RESTAURANT will charge an additional five percent (5%) on the price of the menu per head for last minute bookings. Last minute booking pertain to function details and payment received less than 7 days prior the event.
13. In case of cancellation or postponement by the ENGAGER for whatever reason, the following shall apply:
For functions below Fifteen Thousand Pesos (P15, 000.00) minimum:
 - a. Fifty percent (50%) will be charged if cancellation is made seventy two (72) hours prior to the function date.
 - b. Full payment will be charged if cancellation is made forty eight (48) hours prior to the function date.
 - c. For cancellations made one (1) day prior to or on the date of the function, the full payment of total cost of function shall be charged.For functions with Fifteen Thousand Pesos (P15, 000.00) and above minimum:
 - a. The security deposit is not refundable but consumable in food and beverage only.
 - b. In the event of cancellation less than fourteen (14) days prior to the date of function, the fifty percent (50%) of the estimated function cost shall be charged to the ENGAGER.
 - c. Full payment of the function cost will be charged if cancellation is made forty eight (48) hours prior to the function date.
14. The ENGAGER shall be held solely responsible for the security and safekeeping of any and all article(s) brought into the premises of the RESTAURANT during the contracted function and the former hereby releases the latter from any and all liability whatsoever in case of any loss, damage or injury to any of the aforesaid article(s) except when the ENGAGER declares such article(s) to the RESTAURANT for proper safekeeping. However, any loss, damage, or injury that the RESTAURANT and/or RESTAURANT guest(s) may suffer directly or indirectly attributed to the acts or omissions of the ENGAGER and/or guest(s) during the contracted function shall be for the account and/or liability of the ENGAGER.
15. ENGAGER agrees not to hold the RESTAURANT liable for the failure to comply with this contract due to force majeure, labor disputes, strikes, and other causes beyond its control.
16. The RESTAURANT reserves the right to change the menu as indicated in this contract at any time in the event of non-availability of raw materials and other justified reasons. Likewise, prices may be subject to change without prior notice to the ENGAGER.
17. All amenities offered by the RESTAURANT as indicated in this contract shall be subject to availability of raw material and/or facilities.
18. The RESTAURANT reserves the right to assign an alternate function room should the contracted function room become unavailable for any reason whatsoever.
19. Payment may be made in cash, credit card, Manager or Cashier's check.
20. The ENGAGER hereby authorizes the RESTAURANT to check his/her credit references.
21. In case of suit against the ENGAGER by the RESTAURANT for the collection of unpaid accounts, attorney's fees, litigation cost, and other expenses shall be charged to the ENGAGER.
22. The court of Quezon City shall have the exclusive venue to try any dispute or difference of legal action which may arise between the parties under this contract.

Signed this _____ day of _____, 2016 in Quezon City, Philippines.


RIO R. SANCHEZ

PARAMOUNT HOTELS & FACILITIES MGT. CO. INC.


RONALD ALLAN C. PABLO
ENGAGER/ CUC- SENIOR MANAGER