



**TOURISM
INFRASTRUCTURE AND
ENTERPRISE
ZONE
AUTHORITY**

6th & 7th Floors, Tower 1
DoubleDragon Plaza
DD Meridian Park
Macapagal Avenue corner
EDSA Extension
1302 Bay Area, Pasay City

(+632) 2495900 - 739
sales@tieza.gov.ph
www.tieza.gov.ph

MEMO FOR : THE CHIEF OPERATING OFFICER

THRU : THE ASSISTANT CHIEF OPERATING OFFICER
Assets Management Sector

FROM : THE DEPARTMENT MANAGER
Business Development Department

SUBJECT : MEDIA FUN GOLF at CLUB INTRAMUROS GOLF COURSE

DATE : MARCH 4, 2020

Reference is made to the attached letter of Ms. Maria Acela Katrina A. Padua, DOT Head Executive Assistant re: Media Fun Golf at Club Intramuros Golf Course (CIGC) on March 7, 2020.

The CIGC Night Golf was recently launched last February 26, 2020 and to complement this milestone, the DOT in partnership with TIEZA will stage a "Media Fun Golf" for golf aficionados from the media. The DOT Secretary as well as Heads of the DOT attached agencies and other personalities will also be invited to grace the event.

Considering that the Fun Golf will be participated in mostly by media personalities, this will be a timely opportunity to boost promotions for the night golf facilities to the golfing community. It will also give the media a first-hand night golf experience at the CIGC.

To ensure to the success of this fun golf, TIEZA will be extending the following:

GOLF :

Green Fee	: P 1500.00/player x 40 pax	=	P 60,000.00
Caddy Fee	: P 500.00/player x 40 pax	=	P 20,000.00
Umbrella Girl	: P 350.00/player x 40 pax	=	P 14,000.00
Pull Cart	: P 50.00/player x 40 pax	=	P 2,000.00
Insurance	: P 30.00/player x 40 pax	=	P 1,200.00
Hole in One	: P 30.00/player x 40 pax	=	P 1,200.00
Golf Cart	: P 800.00/cart x 8 carts	=	P 6,400.00

SUB-TOTAL 1

P104,800.00

TOURISM INFRASTRUCTURE & ENTERPRISE ZONE AUTHORITY

ASSETS MANAGEMENT SECTOR

RECEIVED BY :

DATE

TIME

3/12/2020

9:19 AM

TIEZAWORKS



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MEALS:

Dinner	: P 2000.00/pax x 70 pax	=	P 140,000.00
Packed Meal	: P 200.00/pax x 70 pax	=	P 14,000.00
(for Caddie and Driver)			

SUB-TOTAL 2 **P 154,000.00**

OTHERS:

Giveaway:	P 600.00/box x 50 pcs.	=	P 30,000.00
Entertainment:	P 15000.00	=	P 15,000.00
Miscellaneous		=	P 10,000.00

SUB-TOTAL 3 **P 55,000.00**

GRAND TOTAL **P 313,800.00**

The total amount of P 313,800.00 shall be chargeable against the Business Development Department's budget.

For the Chief Operating Officer's consideration and approval, please.

Thank you.


MA. EVELYNE A. FRANCISCO

Recommending Approval:

Approved:


JETRO/NICOLAS F. LOZADA


POCHOLO J.D. PARAGAS



02 March 2020

MEMORANDUM FROM THE OFFICE OF THE SECRETARY

FOR : POCHOLO D. PARAGAS
Chief Operating Officer, Tourism Infrastructure & Enterprise Zone
Authority (TIEZA)

FROM : THE HEAD EXECUTIVE ASSISTANT

SUBJECT : REQUEST ASSISTANCE FOR THE CONDUCT OF "MEDIA FUN GOLF"

The Department of Tourism through Tourism Infrastructure and Enterprise Zone Authority (TIEZA), has funded the rehabilitation of Club Intramuros Golf Course (CIGC).


The CIGC is known as one of the oldest golf courses in the country and first to offer the night golf facility in the past.

Recently, the first phase of rehabilitation and installation of the night golf facilities were launched and opened to the public. With this, we would like to invite media to cover this milestone through "Media Fun Golf" to be held at CIGC, on 7 March 2020, Saturday.

In view of the conduct of this event, we would like to respectfully request assistance from your office for the following:

- a. Use of venue
- b. Meals for the attendees
- c. Tokens for the media
- d. Performer/Pianist
- e. Payment for caddies and staff/scorer

For your consideration and appropriate action.


MARIA ACELA KATRINA A. PADUA
Head Executive Assistant