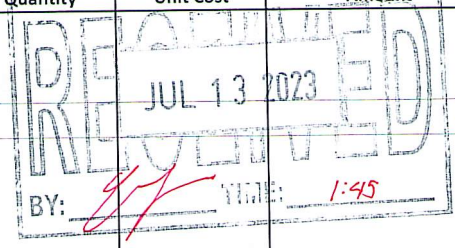


**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V**  
 Regional Center Site, Rawis, Legazpi City, Albay

**PURCHASE ORDER**

Supplier:	<b>HOTEL ST. ELLIS</b>	PO. No.:	<b>F 2306-0269</b>
Address:	<b>LEGAZPI CITY</b>	Date:	June 26, 2023
Contact No.:		Mode of Procurement:	LEASE OF REAL PROPERTY AND VENUE
Gentlemen:	Please furnish this Office the following articles subject to the terms and conditions contained herein:	Payment Term:	Charge
Place of Delivery:	As specified in the contract	Delivery Term:	
Date of Delivery:	As specified in the contract	For Delivery Schedule and Queries Please Contact C.M.U.:	<b>09636984404</b>


Item No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>FOOD, ACCOMODATION , AND VENUE FOR THE CONDUCT OF SUSTAINABLE LIVELIHOOD PROGRAM STRATEGIC PLANNING WORKSHOP IN LEGAZPI CITY</b>			
		Type of Serving : Guided Buffet			
		The service provider must submit a menu. DSWD will select from the list ( 3 viands, vegetables. Pork, fish ( no dory fish) or chicken soup desert and rice ). Can adjust for the menu of some participants who have food restriction.			
	pax	<b>November 28, 2023</b> AM Snack, Lunch, PM Snack with Rental of Venue, Dinner and Accomodation	183	1,840.00	336,720.00
	pax	<b>November 29, 2023</b> Breakfast, AM Snack, Lunch, PM Snack, Rental of Venue, Dinner and Accomodation	183	2,030.00	371,490.00
	pax	<b>November 30, 2023</b> Breakfast, AM Snack, Lunch, PM Snack and Rental of Venue	183	830.00	151,890.00
		Amenities: Rooms airconditioned Accomodation/rooms -per room 2-3pax(separate beds) Free Flowing coffee & mineral/purified drinking water Provision of Sound system with 2 microphones Provision of LED Wall ( g- 8ft x 8-12ft panel self mountable w/ 1 laptop, video processor, and other video accessories) Provision of strong and reliable internet connection ( atleast 35mbps) Standby generator Note: Preferably a hotel which can provide both the food and accomodation plus the training hall; not a caterer who subcontract venue			

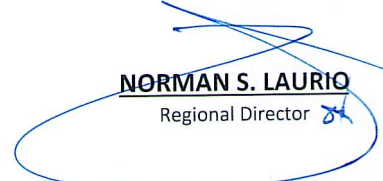


Total Amount in Words: **Eight Hundred Sixty Thousand One Hundred Pesos and No Centavos** **860,100.00**

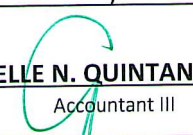
*LIQUIDATED DAMAGES: One-Tenth Of One Percent (0.001) of the cost of the unperformed portion of the contract for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the DSWD FOV may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.*

Conforme:

  
**HOTEL ST. ELLIS**  
 Signature over Printed Name of Supplier  
 Date: July 13, 2023

  
**NORMAN S. LAURIO**  
 Regional Director

Funds Available:

  
**AMIABELLE N. QUINTANO, CPA**  
 Accountant III

ORS No.: 23-06-05256  
 Amount: ₱860,00