

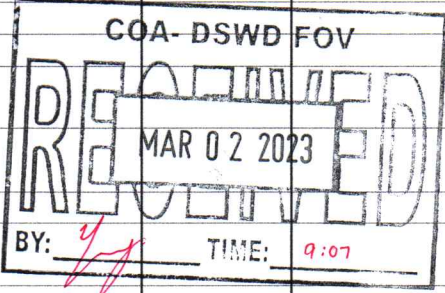
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V  
Magnolia Street, PBN- Buraguis, Legazpi City, Albay

**PURCHASE ORDER**

Supplier:	<b>HI-TONE CONSTRUCTION AND DEVELOPMENT CORPORATION</b>	PO. No.:	<b>NF 2301-0002</b>
Address:	<b>Diversion Road, Bogtong, Legazpi City</b>	Date:	January 3, 2022
Contact No.		Mode of Procurement:	Renewal of Contract

Gentlemen:  
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery:	Legazpi City	Payment Term:	Charge	
Date of Delivery:	As specified in the Purchase Order	Delivery Term:	15-30 days after the activity	
Item No.	Unit	Quantity	Unit Cost	Amount
	<b>RENTAL OF KC NCDDP Regional Project Management Office in Legazpi City for CY 2023</b>			
1	month			
	<b>Renewal of Office Space for KC-NCDDP RPMO for January to December 2023</b>	12	150,000.00	1,800,000.00
	<b>The following requirements must be maintained:</b>			
	Floor Area: More or less 463.13 square meters			
	The entire floor shall be occupied by the DSWD personnel covering the KALAHI RPMO Office, SLP RPMO Office and Conference Room			
	With proper ventilation (numerous windows which can be opened anytime with an option to close during bad weather condition)			
	With space for pantry, conference room and comfort rooms			
	Appropriate division or separate rooms for RPC, RPM, conference room and small room to cater at least 2-3 visitors for a night stay			
	With sufficient space for storage of project files and supplies			
	With provision of air conditioning unit in every separated/ divided room - 3 Floor mounted for the RPMO, 2 window type for ARDO and SLP Office, 2 split type for RPC/DRPM Office and Conference room; Cost of the seven (7) airconditioning units and its maintenance shall be incorporated in the rental cost and will therefore be owned by the lessee at the end of the contract			
	Must have sufficient electrical lightings, accessible switches as well as natural light/ sunlight			
	Electrical connections & outlets properly installed according to standards			
	With at least 5 floor outlets and 65 convenience outlets			
	Comfort rooms with bathing area			
	Provision of overhead tank for sufficient and continuous supply of water			
	Responsive to the need of the occupants			
	Free from leakage during rainy days			
	Accessible to basic transportation			
	With parking area free of use by the occupants			
	With fire exit			



Total Amount in Words: **One Million Eight Hundred Thousand Pesos and No Centavos** **1,800,000.00**

PR #: **NF 2301-0073**

Conforme: *[Signature]*  
**HI-TONE CONSTRUCTION AND DEVELOPMENT**  
Signature over Printed Name of Supplier

Date: **3/1/23**

Very truly yours,  
*[Signature]*  
**NORMAN S. LAURIO**  
Regional Director

Funds Available: **AMIABELLE N. QUINTANO, CPA**  
Accountant III

ORS No.: **23-02-00020**

Amount: **1,800,000.00**