

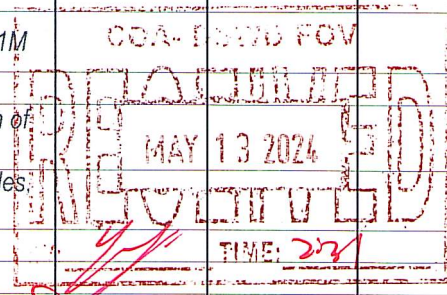
**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V**

Regional Center Site, Rawis, Legazpi City, Albay

**PURCHASE ORDER**

Supplier:	<b>VILLA ROSITA HOTEL</b>	PO. No.:	<b>F 2404-0110</b>
Address:	<b>Gen. Luna St. Dinaga, Naga City</b>	Date:	<b>April 01, 2024</b>
Contact No.:	<b>09671888121</b>	Mode of Procurement:	<b>NEGOTIATED PROCUREMENT - LEASE OF REAL PROPERTY AND VENUE</b>
Gentlemen:	Please furnish this Office the following articles subject to the terms and conditions contained herein:	Payment Term:	<b>Charge</b>
Place of Delivery:	As indicated below	Delivery Term:	<b>Days</b>
Date of Delivery:		For Delivery Schedule and Queries Please Contact C.M.U:	<b>09636984404 09923015628 09552161070</b>

Item No.	Unit		Quantity	Unit Cost	Amount
		<b>PROVISION OF FOOD, VENUE, AND ACCOMMODATION FOR THE CONSULTATIVE MEETING WITH INDIGENOUS PEOPLE(IP) LEADERS IN NAGA CITY, CAMARINES SUR</b>			
		<b>BATCH 1</b>			
		<b>May 22, 2024- Day 01</b>			
	pax	<i>AM Snack, Lunch, PM Snack, Dinner and Accommodation</i>	38	1,440.00	54,720.00
		<b>May 23, 2024- Day 02</b>			
	pax	<i>Breakfast, AM Snack, Lunch, PM Snack and Rental of Venue</i>	38	885.00	33,630.00
		<i>In a HOTEL in NAGA CITY</i>			
		<i>Amenities:</i>			
		<i>Function Room: Airconditioned</i>			
		<i>Sound-system with at least 3 microphones (preferably wireless)</i>			
		<i>Free use of LCD screen</i>			
		<i>Free use of electricity when using equipment/laptop</i>			
		<i>U-shaped conference type room arrangement</i>			
		<i>Fast and reliable wifi connection (atleast 100 mbps bandwidth) since other participants will be attending virtually</i>			
		<i>To observe physical distancing on the seating arrangement of at least 1M</i>			
		<i>With alcohol dispenser and with footwear disinfection</i>			
		<i>Food Requirements: Service provider shall provide a menu for selection of the end-user</i>			
		<i>Menu shall include three(3) viands (pork, chicken, beef or fish), vegetables, soup and dessert (NO DORY fish IN THE MENU)</i>			
		<i>Free flowing coffee and water</i>			
		<i>Plated AM and PM Snack, assisted lunch buffet</i>			
		<i>Can accommodate request of participants with special dietary meals/non-pork eaters or Muslim participants</i>			



Total Amount in Words:	<b>Eighty Eight Thousand Three Hundred Fifty Pesos and No Centavos</b>	<b>88,350.00</b>
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Note: This includes All Amenities, you conformed in the Standard Requirements for Venue attached in the RFQ.  
 Note: In case of fortuitous events or other circumstances that the number of participants is reduced, adjustment shall be made prior to the conduct of the activity or in the succeeding days.  
 Note: Guaranteed only in the 1st day of activity or per advance notice of End User, While actual on the succeeding days.  
**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:

**VILLA ROSITA HOTEL**  
 Signature over Printed Name of Supplier  
 Date: May 9, 2024

**NORMAN S. LAURIO**  
 Regional Director

Funds Available:

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

ORS No.: 24-04-03175  
 Amount: 88,350.00