

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

**PURCHASE ORDER**

Supplier:	<b>LEGAZPI SENTRO HOTEL INC.</b>	PO. No.:	<b>F 2405-0235</b>
Address:	<b>LEGAZPI CITY</b>	Date:	<b>June 11, 2024</b>
Contact No.:		Mode of Procurement:	NEGOTIATED 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:	<b>Charge</b>
Place of Delivery:	As indicated below	Delivery Term:	Days
Date of Delivery:		For Delivery Schedule and Queries Please Contact C.M.U.:	<b>09636984404</b> <b>09923015628</b> <b>09552161070</b>

Item No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>PROVISION OF FOOD, VENUE AND ACCOMMODATION FOR THE LEARNING AND DEVELOPMENT INTERVENTION ON COLLABORATION AND NETWORKING FOR SOCIAL WELFARE ASSISTANTS IN ALBAY</b>			
		<b>June 18, 2024</b>			
	pax	<i>AM Snack, Lunch, PM Snack, Dinner and Accommodation</i>	55	1,750.00	96,250.00
		<b>June 19, 2024</b>			
	pax	<i>Breakfast, AM Snack, Lunch, PM Snack, Dinner and Accommodation</i>	55	1,750.00	96,250.00
		<b>June 20, 2024</b>			
	pax	<i>Breakfast, AM Snack, Lunch, and PM Snack</i>	55	575.00	31,625.00
		Please see attached Standard Requirements for Venues			
		Guaranteed number of pax to be served for food on the 1st day or to be adjusted as per advice of the end-user. Food and accommodation on the 2nd day onwards should be adjusted based on the actual number of the participants			



Total Amount in Words:	<b>Two Hundred Twenty Four Thousand One Hundred Twenty Five Pesos and No Centavos</b>	<b>224,125.00</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:

 <b>LEGAZPI SENTRO HOTEL INC.</b> Signature over Printed Name of Supplier Date: <u>6/17/24</u>	 <b>NORMAN S. LAURIO</b> Regional Director
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Funds Available:	<b>GERARD D. DE LEOZ</b> Administrative Officer II	ORS No.: <u>24-06-06131</u>
		Amount: <u>224,125.00</u>