

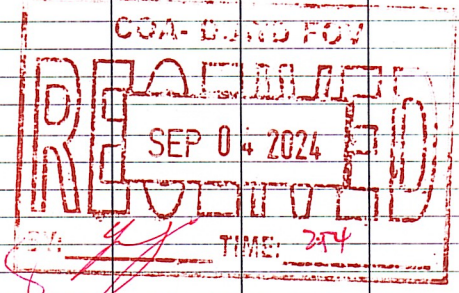
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V

Regional Center Site, Rawis, Legazpi City, Albay

PURCHASE ORDER

Supplier:	LEGAZPI SENTRO HOTEL INC,	PO. No.:	F 2408-0309
Address:	Legazpi City,	Date:	August 20, 2024,
Contact No.:	09959441474 ,	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:	Legazpi City	Delivery Term:	
Date of Delivery:	As specified in the contract.	For Delivery Schedule and Queries Please Contact C.M.U.:	09636984404

Item No.	Unit		Quantity	Unit Cost	Amount
<b>FOOD, VENUE AND ACCOMMODATION FOR THE CONDUCT OF EPAHP REGIONAL CONVERGENCE TEAM YEAR-END ASSESSMENT AND PLANNING WORKSHOP</b>					
<b>Venue: Hotel in Legazpi City</b>					
<b>November 21, 2024</b>					
	pax	AM Snacks, Lunch, PM Snacks and Venue Rental	40	600.00	24,000.00
	pax	Dinner and Accommodation	21	1,250.00	26,250.00
<b>November 22, 2024</b>					
	pax	Breakfast	21	FREE OF CHARGE	
	pax	AM Snacks, Lunch, PM Snacks and Venue Rental	40	600.00	24,000.00
<b>Food Requirements:</b>					
The Service Provider shall provide a menu for selection of End User					
Menue shall include three (3) viands (Pork, Chicken, Beef or Fish), Vegetable, Soup and Dessert					
(No Dory Fish in the menu)					
Free flowing of coffee and water					
Plated AM and PM Snacks					
Assisted Buffer for Lunch					
Can accommodate request of participants with special dietary meals/non-pork eaters or Muslim participants					
<b>Accommodation:</b>					
Airconditioned					
Bedroom accommodation with individual bathing and toilet facilities					
Room arrangement: Single bed occupancy; No double-decked beds,					
Maximum of 4 beds in a room					
Toiletries and towels provided everyday					
<b>Amenities:</b>					
Stable internet connection and wifi					
(atleast 35 mbps internet connection)					
Basic Sound System and projector					
<b>Health Standards:</b>					
Inter-Agency Task Force (IATF) Compliant					
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: This also conforms with the requirements stated in the Standard Requirements Form					



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Total Amount in Words:	Seventy Four Thousand Two Hundred Fifty Pesos and No Centavos	GRAND TOTAL	74,250.00
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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:

*[Signature]*  
**LEGAZPI SENTRO HOTEL INC.**  
 Signature over Printed Name of Supplier  
 Date: 9/4/24

**NORMAN S. LAURIO**  
 Regional Director

Funds Available:

**GERARD D. DE LEOZ**  
 Administrative Officer II

ORS No.: 24-02-10114  
 Amount: 74,250.00