

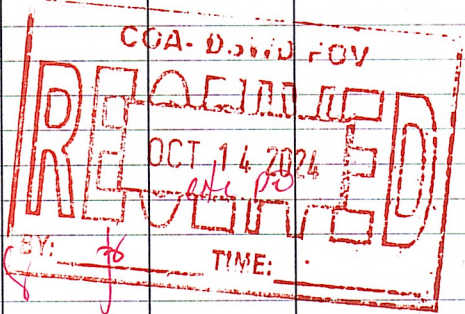
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V

Regional Center Site, Rawis, Legazpi City, Albay

PURCHASE ORDER

Supplier:	NAGA REGENT HOTEL	PO. No.:	F 2409-0366
Address:	Elias Angeles St, Naga City	Date:	September 20, 2024
Contact No.	09212145710	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:	Naga City, Camarines Sur	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
FOOD AND VENUE FOR THE CONDUCT OF LGU LIVELIHOOD WORKERS' ORIENTATION IN NAGA CITY, CAMARINES SUR				
				October 8, 2024
38	AM Snacks, Lunch, PM Snacks and Venue Rental	pax	700.00	26,600.00
	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, dessert and rice).			
	Can adjust for the menu of some participants who have food restriction.			
	Amenities:			
	Free flowing coffee & mineral/ purified water			
	Provision of Sound System with 2 microphones			
	Free use of LCD projector and LCD screen			
	Provision of strong and reliable internet connection (at least 35 mbps)			
	Standby generator			
	This also includes the requirements in the standard requirements form			
	Note: Preferably a hotel which can provide both the food and accommodation plus the training hall; not a caterer who subcontract venue.			
	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.			
	Page 1 of 1			



Contract Management Section
 In: 10-11-24 Date/Time: 8:11 AM
 Out: _____ Date/Time: _____

Total Amount in Words:	Twenty Six Thousand Six Hundred Pesos and No Centavos	GRAND TOTAL	26,600.00
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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]
NAGA REGENT HOTEL
 Signature over Printed Name of Supplier
 Date: 10/4/24

[Signature]
NORMAN S. LAURIO
 Regional Director

Funds Available:

GERARD D. DE LEOZ
 Administrative Officer II

ORS No.: **24-09-11694**
 Amount: **26,600.00**