

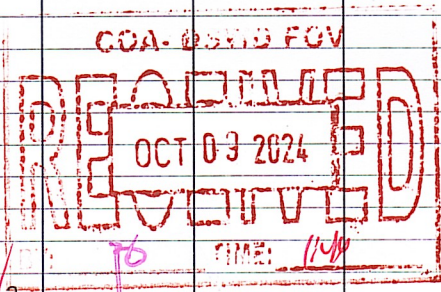
**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V**

Regional Center Site, Rawis, Legazpi City, Albay

**PURCHASE ORDER**

Supplier:	<b>EL PALACIO DIOCESAN PASTORAL DEVELOPMENT ORGANIZATION, INC.</b>	P.O. No.:	<b>F 2409-0381</b>
Address:	Tula-Tula, Legazpi City	Date:	September 23, 2024
Contact No.:	0936-921-1225	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:	Albay	Delivery Term:	
Date of Delivery:	As specified in the contract.	For Delivery Schedule and Queries Please Contact C.M.U.:	09636984404

Item No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>FOOD AND VENUE FOR THE CONDUCT OF PROVINCIAL KNOWLEDGE SHARING SESSION ON BASIC COMMUNITY ORGANIZING FOR FPDO'S IN ALBAY</b>			
		<i>Type of Serving: Guided Buffet</i>			
		The service providers 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.			
		<b>October 22, 2024</b>			
	pax	AM Snacks, Lunch & PM Snacks	80	650.00	52,000.00
		Venue Rental			
		<b>October 23, 2024</b>			
	pax	AM Snacks, Lunch & PM Snacks	80	650.00	52,000.00
		Venue Rental			
		<b>Amenities:</b>			
		Free flowing of coffee & mineral/purified drinking water			
		Provision of sound system with 2 microphones			
		Free use of LCD Projector and LCD Screen			
		Provision of strong and reliable internet connection (atleast 35mbps)			
		Standby generator			
		<b>Note:</b>			
		Preferably a hotel which can provide both the food and training hall; not a caterer who subcontract venue			
		In case of fortuitous event or other circumstances that the number of participants is reduced, adjust will be made.			



Page 1 of 1

Total Amount in Words:	One Hundred Four Thousand Pesos and No Centavos	GRAND TOTAL	<b>104,000.00</b>
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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:

*Km*  
**EL PALACIO DIOCESAN PASTORAL DEVELOPMENT ORGANIZATION, INC.**  
 Signature over Printed Name of Supplier

Date: 10-09-24

**NORMAN S. LAURIO**  
 Regional Director

Funds Available:	<b>GERARD D. DE LEOZ</b> Administrative Officer II	ORS No.:	<u>24-09-11697</u>
		Amount:	<u>104,000.00</u>