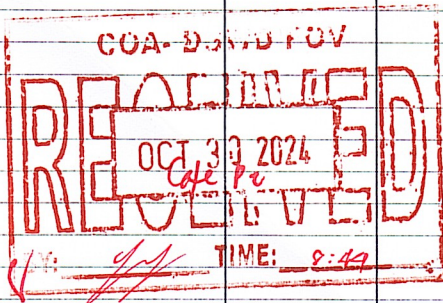


DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V
Regional Center Site, Rawis, Legazpi City, Albay

PURCHASE ORDER

Supplier:	HOTEL ST. ELLIS	PO. No.:	F 2409-0386
Address:	RIZAL ST. LEGAZPI CITY	Date:	September 24, 2024
Contact No.:		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:	As indicated below	Delivery Term:	Days
Date of Delivery:		For Delivery Schedule and Queries Please Contact C.M.U.:	09636984404 09923015628 09552161070

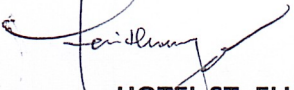
Item No.	Unit	Description	Quantity	Unit Cost	Amount
PROVISION OF FOOD, VENUE, AND ACCOMMODATION FOR THE CONDUCT OF SECOND SEMESTER SOCIAL WELFARE AND DEVELOPMENT (SWD) FORUM IN LEGAZPI CITY					
		October 22, 2024			
	pax	<i>Dinner and Accommodation</i>	10	1,250.00	12,500.00
		October 23, 2024			
	pax	<i>Breakfast</i>	10	250.00	2,500.00
	pax	<i>AM Snacks, Lunch, and PM Snacks</i>	70	700.00	49,000.00
	pax	<i>Rental of Venue</i>	60	free	
	pax	<i>Dinner and Accommodation</i>	10	1,250.00	12,500.00
		October 24, 2024			
	pax	<i>Breakfast</i>	10	250.00	2,500.00
		<i>Conformed to attached Standard Requirements for Venue of DSWD Activities</i>			



Contract Management Section
In: 10-29-24 Date/Time: 3:10
Out: _____ Date/Time: _____

Total Amount in Words:	Seventy Nine Thousand Pesos and No Centavos	79,000.00
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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: 
NORMAN S. LAURIO
Regional Director

HOTEL ST. ELLIS
Signature over Printed Name of Supplier
Date: OCTOBER 21, 2024

Funds Available:	WENDY GRANCES, CPA Accountant III	ORS No.: <u>24-10-13968</u>
		Amount: <u>79,000.00</u>