

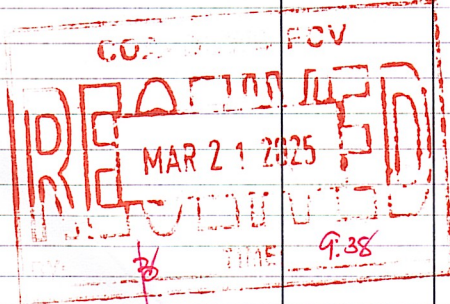
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V

Regional Center Site, Rawis, Legazpi City, Albay

PURCHASE ORDER

Supplier:	LEGAZPI SENTRO HOTEL, INC.	PO. No.:	F2025-0059
Address:		Date:	March 10, 2025
Contact No.	09156176165	Mode of Procurement:	Lease of Real Property and Venue (53.10)
Gentlemen:	Please furnish this Office the following articles subject to the terms and conditions contained herein:	Payment Term:	30-60 Calendar Days from Receipt of SOA/Billing
		Delivery Term:	As specified below
Place of Delivery:	Albay	For Delivery Schedule and Queries	0963-698-4404
Date of Delivery:	As specified in the contract.	Please Contact C.M.U.:	

Item No.	Unit		Quantity	Unit Cost	Amount
PROVISION OF ADDITIONAL FOOD AND ACCOMMODATION FOR THE CONDUCT OF LD'S ACTIVITY					
	pax	March 10, 2025 Accommodation	2	1,500.00	3,000.00
	pax	Dinner	2	450.00	900.00
	pax	March 11, 2025 Breakfast	2	free	
	pax	March 15, 2025 Breakfast	2	free	



Contract Management Section
 In: 3/20/25 Date/Time: 3:21
 Out: _____ Date/Time: _____
 Note:

Preferably a hotel which can provide food and training hall; not a caterer who subcontract venue
 In case of fortuitous events or other circumstances that the number of participants is reduced, adjustment shall be made

Total Amount in Words:	Three Thousand Nine Hundred Pesos and No Centavos	GRAND TOTAL	3,900.00
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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.

This encompasses all requirements conformed in the Request for Quotation (RFQ) and Checklist End-User Requirements for Venues and Accommodation for DSWD Activities. In the event of fortuitous events or other circumstances leading to a reduced number of participants, adjustments will be made either prior to the activity or in the subsequent days, in coordination with the End-User.

Conforme:

LEGAZPI SENTRO HOTEL, INC.
 Signature over Printed Name of Supplier
 Date: 3/10/25

NORMAN S. LAURIO
 Regional Director

Funds Available:	WENDY G. RANCES Accountant III	ORS No.:	<u>25-03-02181</u>
		Amount:	<u>3,900.00</u>