

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V

Regional Center Site, Rawis, Legazpi City, Albay

PURCHASE ORDER

Supplier:	<b>LJR BUILDING</b>	PO. No.:	<b>COL No. 2025-021</b>
Address:	Carlos II St. Barangay III, Daet, Camarines Norte	Date:	<b>March 21, 2025</b>
Contact No.:	09178500111	Mode of Procurement:	LEASE OF PROPERTY - RENTAL
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
Place of Delivery:	Carlos II St. Barangay III, Daet, Camarines Norte	Delivery Term:	As specified below
Date of Delivery:	As specified in the contract.	For Delivery Schedule and Queries	0963-698-4404
Item No.	Unit	Quantity	Unit Cost
<p><b>OFFICE RENTAL OF THE PANTAWID PROVINCIAL OPERATIONS OFFICE-CAMARINES NORTE FOR THE MONTH OF APRIL TO DECEMBER CY 2025</b></p>			
Month	<p><b>Office Rental</b></p> <p>Floor area of not less than 100 sq. m</p> <p>Within the city proper, business center and near to government offices</p> <p>With atleast two(2) rest room for male and female</p> <p>With atleast separate room for counselling or close door meetings/</p> <p>With pantry and/ or space for dining</p> <p>Distinct meters for power and water connections</p> <p>Window grill for security purposes, window blinds</p> <p>With atleast five(5) two-aang outlets and safety switches</p> <p>With installation of airconditioning unit-window, split-type or floor mounted airconditioning unit</p> <p>Sufficient ventilation and lighting</p> <p>Well painted, clean, free from any defects and ready for occupancy</p> <p>Should be registered and with business permit and official receipt for business transactions</p> <p>STRICTLY NO DOWNPAYMENT/ ADVANCE PAYMENT REQUIRED</p> <p><b>ATTACHED TERM OF REFERENCE (TOR) FOR LEASE OF OFFICE SPACE AS PART OF THE CONTRACT.</b></p> <p>The Supplier/Contractor acknowledges and agrees that any acts falling under Section 65 (Offenses and Penalties) and Section 69 (Imposition of Administrative Penalties and Blacklisting) of the Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (Government Procurement Reform Act), as well as other relevant procurement laws and regulations, shall subject the Supplier/Contractor to blacklisting, administrative, civil, and/or criminal liabilities in accordance with applicable laws and regulations.</p>	9	80,000.00
			720,000.00
Total Amount in Words:	Seven Hundred Twenty Thousand Pesos and No Centavos		GRAND TOTAL
			720,000.00

**CONDITIONS:**

LIQUIDATED DAMAGES: One-Tenth (1/10) or 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 corrective action and remedies available under the circumstances.

The Supplier/Contractor acknowledges and agrees that any acts falling under Section 65 (Offenses and Penalties) and Section 69 (Imposition of Administrative Penalties and Blacklisting) of the Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (Government Procurement Reform Act), as well as other relevant procurement laws and regulations, shall subject the Supplier/Contractor to blacklisting, administrative, civil, and/or criminal liabilities in accordance with applicable laws and regulations.

Conforme:

**ROBERTO R. CASO**  
LJR BUILDING  
Signature over Printed Name of Supplier  
Date: **APR 03 2025**

**NORMAN S. LAURIO**  
Regional Director

Funds Available:

**WENDY G. RANCES**  
Accountant III

ORS No.: **DS-03-02824**

Amount: **720,000.00**