

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V

Regional Center Site, Rawis, Legazpi City, Albay

PURCHASE ORDER

Supplier:	<b>CHEN XIAN DA CORPORATION</b>	PO. No.:	<b>COL No. 2025-025</b>
Address:	RAMON SANTOS ST. BRGY. SAN ROQUE, LEGAZPI CITY	Date:	March 31, 2025
Contact No.		Mode of Procurement:	Extension
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:	Legazpi City, Albay	For Delivery Schedule and Queries	
Date of Delivery:	As specified in the contract.	Please Contact C.M.U:	0963-698-4404

Item No.	Unit		Quantity	Unit Cost	Amount
		<b>EXTENSION RENTAL OF WARE HOUSE FOR SAFE KEEPING OF VARIOUS FILES, RECORDS AND ITEMS FOR DISPOSAL OF COMMISSION ON AUDIT ( COA ) ( APRIL - JUNE 2025 )</b>			
	Month	COA Office Rental	3	70,000.00	210,000.00
		<b>SPECIFICATION</b>			
		A. With floor area for not less than 300 meters with acceptable ventilation and option to close during bad weather condition			
		B. With Building and fire safety inspection permit			
		C. Situated in a floor free area			
		D. With electrical connections and outlets			
		E. Has comfort room with sufficient water supply			
		F. Water and electricity consumption are included in the monthly rental			
		G. Accessible to basic transportation and parking for light to heavy vehicles			
		H. Well painted, clean, free from any defects and is ready for occupancy			
		I. Registered and with business permit and official receipt for business transactions			
		J. No down payment or advance payment required			
Total Amount in Words:		Two Hundred Ten Thousand Pesos and No Centavos	GRAND TOTAL		210,000.00

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:

**CHEN XIAN DA CORPORATION**

Signature over Printed Name of Supplier

Date:

**NORMAN S. LAURIO**

Regional Director

Funds Available:

In: 4/15 Date/Time: 3:25

Out: Date/Time:

**WENDY G. RANCES**

Accountant III

ORS No.:

Amount:

25-04-07225

210,000.00