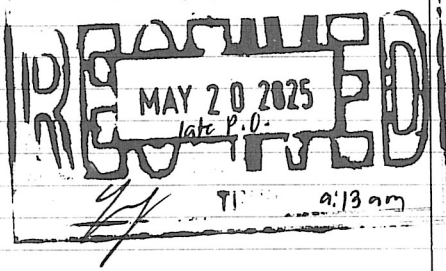


DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V
Regional Center Site, Rawis, Legazpi City, Albay

PURCHASE ORDER

Supplier:	CONRADO CECILIA HOLDINGS INC.	PO. No.:	F2025-0172
Address:	ZONE 1, SAN JOSE, MALILIPOT ALBAY	Date:	APRIL 30, 2025
Contact No.		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:	As specified in the contract	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 FOOD AND VENUE FOR THE PULSE CHECK: CIS RPMO REVIEW AND OPERATIONAL PLANNING WITHIN ALBAY PROVINCE			
	pax	MAY 6, 2025 AM Snack, Lunch, PM Snack and Rental of Venue	20	900.00	18,000.00
	pax	May 7, 2025 AM Snack, Lunch, PM Snack and Rental of Venue	52	900.00	46,800.00
		Attached: Standard Requirements for DSWD Venues & Activities			
					
Total Amount in Words: Sixty-Four Thousand Eight Hundred Pesos and No Centavos			GRAND TOTAL		64,800.00

CONDITIONS:

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.
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:

CONRADO CECILIA HOLDINGS INC.

Signature over Printed Name of Supplier

Date: MAY 6, 2025

NORMAN S. LAURIO

Regional Director

Funds Available:

WENDY G. RANCES

Accountant III

ORS No.: 25-05-04697

Amount: 64,800.00

STANDARD REQUIREMENTS FOR VENUES OF DSWD ACTIVITIES

FUNCTION ROOMS

- ☒ 1. Audio system with at least 2-3 microphones (preferably wireless)
- ☒ 2. Video screen with at least 40"
- ☒ 3. Free use of LCD projector & LCD screen
- ☒ 4. Free use of electricity when using equipment/laptops

ACCOMMODATION:

- ☒ 1. Air-conditioned
- ☒ 2. Bathroom facilities with individual bathing and toilet facilities
- ☒ 3. Room arrangement - No double-decked beds
- ☒ 4. Housekeeping every day
- ☒ 5. Toiletries and towels are provided every other day
- ☒ 6. Warm complimentary purified drinking water provided daily

FOOD REQUIREMENTS:

- ☒ 1. The Service Provider (SP) shall provide a menu for the selection of the end-user
- ☒ 2. The menu shall include Pork, Chicken, Beef or Fish, vegetable, soup and dessert (No dairy fish in the menu)
- ☒ 3. Breakfast, lunch and dinner
- ☒ 4. Paid A.M. and P.M. sessions
- ☒ 5. Assisted Breakfast, Lunch and Dinner Buffets
- ☒ 6. Can accommodate requests of participants with special dietary meals in non-pork eaters or Muslim participants

Hall Arrangement (Select only one)

- ☒ Round ☐ U-shaped ☐ Classroom ☐ Theatre ☐ Boardroom ☐ Fishbone

Room Arrangement (Select only one)

- ☒ Air-conditioned and soundproof room
- ☐ Dorm type - Maximum of 6 beds in a room

- ☒ Provision of back-up and welcome stream/lobby posing (end-user to provide the design)
- ☒ Seating table
- ☒ No middle obstructing beam structure
- ☒ Free use of external lines
- ☒ Philippine flag with stand
- ☒ Free and reliable wireless connection
- ☒ With accessibility (ramp and/or elevator)
- ☒ The venue must be spacious enough for various activities (based on the activity design)
- ☒ Active Wi-Fi and internet access free and reliable wireless connection at least 100 Mbps
- ☒ With stand by fully functional generator set
- ☒ Audio-visual operator
- ☒ For this training, if required, session hall/s additional free use of LCD projector, LCD screen, laptop and extension wire should be provided
- ☒ Breakfast room/cafeteria with tables and chairs for small group sessions
- ☒ Shuttle van to and from airport (for CO initiated activities)

FOR TEAM BUILDING ACTIVITIES:

- ☒ With a swimming pool for water activities
- ☒ With a swimming pool for water activities

By: _____

Signature of _____

Confirms: _____

Signature of _____

Service Provider to Groups and Parties

NOTICE OF AWARD

April 29, 2025

THE MANAGER
CONRADO CECILIA HOLDINGS INC.

Zone 1, San Jose, Malilipot Albay

Dear Sir/Madame:

This is to notify you that your quotation for PROVISION OF FOOD AND VENUE FOR THE PULSE CHECK: CIS RPMO REVIEW AND OPERATIONAL PLANNING WITHIN ALBAY PROVINCE with a Contract Price of SIXTY FOUR THOUSAND EIGHT HUNDRED PESOS AND NO CENTAVOS (P64,800.00) has been determined to be the SOLE RESPONSIVE BID.

We shall send the approved Purchase Order of the said project at the soonest possible time. We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligations under the project.

Very truly yours,

NORMAN S. LAURIO
Regional Director

Conforme:

Name of Bidder: Conrado B. Adornado

Date Received: April 29, 2025