

## Republic of the Philippines

## DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT DAVAO REGIONAL OFFICE

58 McArthur Highway, Matina Crossing, Davao City

http://www.region11.dilg.gov.ph

## **PURCHASE ORDER**

| Supplier:                 | DAVAO EXCEL VENTURES CORPORATION  Porras St. Bo. Obrero, Davao City  004-429-111-000 |  |                                       | P.O.No. : 2024-03-061  Date: March 14, 2024                   |                    |  |  |
|---------------------------|--|--|---------------------------------------|---|--------------------|--|--|
| Address:                  |  |  |                                       |   |                    |  |  |
| TIN:                      |  |  |                                       | Mode of Procurement:  Negotiated Procurement - Lease of Venue |                    |  |  |
| T T                       |  |  |                                       |   |                    |  |  |
| <b>Gentleme</b> r<br>Plea | T.T.   | h this office the following articles subject to the terms andcon   | ditions co                            | ntained herei   | n:                 |  |  |
| Place of De               |  | DILG XI Regional Office  | Delivery Term: within 4 calendar days |   |                    |  |  |
| Date of Delivery:         |  | April 02-05, 2024  | Payment Term: w/in 15 calendar days   |   |                    |  |  |
| Stock/<br>Property        | Unit   | Description  | Quantity                              | Unit Cost   | TOTAL BID<br>PRICE |  |  |
|                           |  | Technical Specifications with asterisks (*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotations. |                                       |   |                    |  |  |
|                           |  | The hotel must be compliant to the policies and health protocols   | 1                                     |   |                    |  |  |
|                           |  | imposed by the National Government through the Inter-Agency  |                                       |   |                    |  |  |
|                           |  | Task Force on Emerging Infectious Diseases (IATF-EID).*  |                                       |   |                    |  |  |
|                           |  | 2. The venue must provide enough space for participants to be  | 1                                     |   |                    |  |  |
|                           |  | seated at least one (1) circumferential meter apart and be able  |                                       |   |                    |  |  |
|                           |  | to strictly observe physical distancing.*  |                                       |   |                    |  |  |
|                           |  | 3. The venue must be easily located and accessible to public   | 1                                     |   |                    |  |  |
| 1                         |  | transportation.*   | -                                     |   |                    |  |  |
|                           |  | 4. For enclosed venues with air-conditioning, ensure proper  | 1                                     |   |                    |  |  |
|                           |  | ventilation and exhaust system.*   |                                       |   |                    |  |  |
|                           |  | 5. Meals should be served in a buffet except for snacks.*  | 1                                     |   |                    |  |  |
|                           |  | 6. Free energy cost for laptop.*   | 1                                     |   |                    |  |  |
|                           |  | 7. Venue must have "No Smoking Policy."*   | 1                                     |   |                    |  |  |
|                           | 1.   | 8. Availability of spacious parking area.*   | 1                                     |   |                    |  |  |
|                           |  | Provision of backdrop inside the function room and   | 1                                     |   |                    |  |  |
|                           |  | tarpaulin outside the venue.*  |                                       |   |                    |  |  |

| Stock/<br>Property | Unit | Description   | Quantity | Unit Cost | TOTAL BID PRICE |
|--------------------|------|---|----------|-----------|-----------------|
|                    |      | 10. Dedicated internet WiFi at least 10mbps (DILGSSID)*           | 1        |           |                 |
|                    |      | 11. The session hall and facilities should exclusively be used by | 1        |           |                 |
|                    |      | the participants to prevent exposure to COVID19. No other         |          |           |                 |
|                    |      | offices should occupy the session venue.*                         |          |           |                 |
|                    |      | 12. Room includes own shower and toilet.*                         | 1        |           |                 |
|                    |      | 13. Hotel must provide complete health and hygiene kits.*         | 1        |           |                 |
|                    |      | 14. Hotel must provide service water for each room.*              | 1        | . =       |                 |
|                    |      | 15. The hotel should not have any gambling area or KTV bars.*     | 1        |           | ×               |
|                    |      | 16. The hotel must not utilize single-use plastic materials.*     | 1        |           |                 |
|                    |      | 17. Menu package/s for meals/snacks to be served                  | 1        |           |                 |
|                    |      | (Please attach)*  |          |           |                 |

| Stock/<br>Property                | Unit       | Description  | Quantity   | Unit Cost   | TOTAL BID PRICE  |
|-----------------------------------|------------|--|------------|-------------|------------------|
| 1                                 | job        | Lease of venue including meals and room accommodation:   |            |             |                  |
|                                   |            | April 2, 2024  |            |             |                  |
|                                   |            | Live-in/Full Board:  |            |             |                  |
|                                   | pax        | AM Snacks, Lunch, PM Snacks and Dinner with  | 10         | 3,000.00    | 30,000.00        |
| - 4                               |            | Room Accommodation (twin-sharing)  |            | -           |                  |
|                                   |            | Note: Breakfast to be served on April 5, 2024  |            |             |                  |
|                                   |            | April 3, 2024  |            |             |                  |
|                                   |            | Live-in/Full Board:  |            |             |                  |
|                                   | pax        | Breakfast, AM Snacks, Lunch, PM Snacks and Dinner with   | 10         | 3,000.00.   | 30,000.00        |
|                                   |            | Room Accommodation (twin-sharing)  |            |             |                  |
|                                   |            | April 4, 2024  |            |             |                  |
|                                   |            | Live-in/Full Board:  | -          |             |                  |
|                                   | pax        | Breakfast, AM Snacks, Lunch, PM Snacks and Dinner with   | 10         | 3,000.00    | 30,000.00        |
|                                   |            | Room Accommodation (twin-sharing)  |            |             |                  |
|                                   |            | April 5, 2024  |            |             |                  |
|                                   |            | Live-out:  |            |             |                  |
| *                                 | pax        | Breakfast (part of full board, April 2, 2024)  | 10         |             |                  |
|                                   | pax        | AM Snacks, Lunch and PM Snacks   | 10         | 1,700.00    | 17,000.00        |
|                                   |            | xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx   |            |             | 107,000.00       |
|                                   |            | Reference: PR No. 2024-02-057 dtd. March 5, 2024   |            |             |                  |
|                                   |            | End-User: LGCDD  |            |             |                  |
|                                   |            | Purpose: Conduct of Positive Peace Program Vetting   |            |             |                  |
| otal Amount                       | in Wo      | rds: ONE HUNDRED SEVEN THOUSAND PESOS ONLY   |            | ,           |                  |
| one percen                        | t for even | of failure to make the full delivery within the time specified above ery of delay shall be imposed on the undelivered item /s.  ROS VIN DEVIVO .  THE Printed Name of Supplier | Very truly | yours, Mu   | MATALAM          |
|                                   |            | Date   |            |             |                  |
| Fund Cluster:<br>Funds Available: |            | 01   |            |             | 309601-2024-04   |
|                                   |            |  | Date of th | ne ORS/BURS | 5: April 19, 202 |
|                                   |            | prown-   | Amount:    | 107,0       | 00.00            |
|                                   |            | MARIA TERESA S. BERDAN   |            |             |                  |
|                                   |            | Signature of Printed Name of Chief   |            |             |                  |
|                                   |            | Accountant/Head of Accounting Division/Unit  |            |             |                  |