



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: APO VIEW HOTEL	P.O.No. : 2024-04-088
Address: 150 J. Camus St. Davao City	Date: April 8, 2024
TIN: 000-265-159-000	Mode of Procurement: Negotiated Procurement - Lease of Venue

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: DILG XI Regional Office	Delivery Term: within 1 calendar day
Date of Delivery: April 11, 2024	Payment Term: w/in 15 calendar days

Stock/ Property	Unit	Description	Quantity	Unit Cost	TOTAL BID PRICE
		Technical Specifications with asterisks (*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotations.			
		1. Hotel must be located in Davao City and accessible to public transportation.*	/		
		2. Waived energy fee for laptops, printer and LCD to be used during the conduct of activity.*	/		
		3. Audible sound system with at least two (2) microphones.*	/		
		4. Free flowing coffee.*	/		
		5. Refill of food must be on standby so that the participants will not have to wait.*	/		
		6. Menu package/s for meals/snacks to be served (please attach).*	/		
		7. Provision of backdrop inside the function room.*	/		
		8. Provision of LAN or Strong Internet Connectivity for Online Participants.*	/		
		9. No plastic cups/utensils during the conduct of activity.*	/		

