



PURCHASE ORDER

Supplier:	DAVAO EXCEL VENTURES CORPORATION	P.O.No. :	2024-09-289
Address:	Porras St. Bo. Obrero, Davao City	Date:	September 24, 2024
TIN:	004-429-111-000	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 4 calendar days
Date of Delivery:	October 2-5, 2024	Payment Term:	w/in 15 calendar days

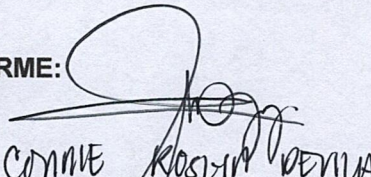
Stock/ Property	Unit	Description	Quantity	Unit Cost	TOTAL BID PRICE
		Technical Specifications with asterisks (*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotations. Buffet: 1. Hotel must be located in Davao City.* 2. Free flowing coffee.* 3. All meals must have drinks/beverages and desert (fresh fruits or pastries).* 4. Use of porcelain/ceramic plates.* 5. Use of stainless utensils (spoon, fork and knife).* 6. Use of glass cup for beverages.* 7. Use of tissue made of raw materials from recycled fibre, which is at least Elementary Chlorine Free (ECF).* 8. Servers should observe health and safety protocols such as wearing of gloves, facemask and hairnet.* 9. Provide purified/distilled drinking water with dispenser.* Functionality of the function room.* 10. With at least one (1) microphone.* 11. Table for LCD projector and laptop.* 12. Area could accommodate at least fifty (50) pax.* 13. Audible sound system.* 14. Secreatariat table inside the venue.* 15. Function room must be conducive to learning.* 16. Waive energy charges for Laptops and LCD projector.* Accommodation: 17. Free secretariat room.* 18. Use of eco-friendly toiletries (soap, shampoo and conditioner).* 19. Reduce the use of plastic/disposable containers for food and drinks.* 20. Use of toilet papers made of raw materials from recycled fibre, which is at least Elementary Chlorine Free (ECF).*	/		

Stock/ Property	Unit	Description	Quantity	Unit Cost	TOTAL BID PRICE
	JOB	Lease of Venue, with Meals and Room Accommodation: October 2, 2024 Live-in/Full Board:	1		
	pax	AM Snacks, Lunch, PM Snacks, Dinner with Room Accommodation (twin-sharing) Note: Breakfast to be served on October 5, 2024 October 3, 2024 Live-in/Full Board:	50	2,950.00	147,500.00
	pax	Breakfast, AM Snacks, Lunch, PM Snacks, Dinner with Room Accommodation (twin-sharing) October 4, 2024 Live-in/Full Board:	50	2,950.00	147,500.00
	pax	Breakfast, AM Snacks, Lunch, PM Snacks, Dinner with Room Accommodation (twin-sharing) October 5, 2024 Live-out:	50	2,950.00	147,500.00
	pax	Breakfast (part of full board, October 2, 2024) xx PR No: 2024-09-291 dtd. September 18, 2024 End-User: LGMED Purpose: Conduct of Workshop on Drafting of Concept Notes on the Implementation Strategies to Include Knowledge Management, Mainstreaming LGU Perspective on EWS per Hazard and Coordination Mechanism under Output 2 of the "Multi-Hazard Impact-Based Forecasting and Early Warning System (MH-IBF-EWS) Project on Oct. 2-5, 2024	50		442,500.00

Total Amount in Words: FOUR HUNDRED FORTY-TWO THOUSAN FIVE HUNDRED PESOS ONLY

In case of failure to make the full delivery within the time specified above, a penalty of tenth (1/10) of one percent for every of delay shall be imposed on the undelivered item /s.

CONFORME:



CONNIE ROSVIN BERDAN

Signature over Printed Name of Supplier

27 SEP 2024


Date

Very truly yours,

ABDULLAH V. MATALAM

Regional Director

By the Authority of the Regional Director:

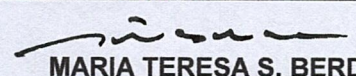


GALE MARIE S. GRAVADOR

Chief, FAD

Fund Cluster: 01

Funds Available: 442,500 -



MARIA TERESA S. BERDAN

Signature over Printed Name of Chief

Accountant/Head of Accounting Division/Unit

9/25/2024

ORS/BURS No.: 02-07508603-2024
09-000099

Date of the ORS/BURS: 9/25/2024

Amount: 442,500 -

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