



PURCHASE ORDER

Supplier: DAVAO EXCEL VENTURES CORPORATION	P.O.No. : 2024-11-373
Address: Porras St. Bo. Obrero, Davao City	Date: November 25, 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 5 calendar days
Date of Delivery: December 10-14, 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. The venue must be easily located and accessible to public transportation.* 2. For enclosed venues with air-conditioning, ensure proper ventilation and exhaust system.* 3. Meals should be served in a buffet except for snacks.* 4. Free energy cost for LCD projectors and laptops.* 5. Provision of backdrop inside the function room and tarpaulin outside the venues* 6. The venue must have "No Smoking Policy."* 7. Availability of spacious parking area.* 8. Dedicated internet WiFi at least 10mbps (DILGSSID).* 9. Room includes own shower and toilet.* 10. The hotel must provide complet health and hygiene kits.* 11. The hotel must provide service water for each room.* 12. The hotel should not have any gambling area or KTV bars.* 13. The hotel msut not utilize single-use plastic materials.* Lease of Venue with Meals and Room Accommodation: December 18, 2024 Live-in/Full Board: pax AM Snacks, Lunch, PM Snacks, Dinner with Room Accommodation (twin-sharing) <i>Note: Breakfast to be served on December 19, 2024</i> December 19, 2024 Live-in/Full Board: pax Breakfast, AM Snacks, Lunch, PM Snacks, Dinner with Room Accommodation (twin-sharing) December 20, 2024 Live-in/Full Board: pax Breakfast, AM Snacks, Lunch, PM Snacks, Dinner with Room Accommodation (twin-sharing) December 21, 2024 Live-out: pax Breakfast (part of full board, December 18, 2024)	/		
		XX			
		PR No: 2024-11-376 dtd November 18, 2024			
		End-User: LGCDD			
		Purpose: Conduct of Strategic Learning Session Leveraging LGA-LCCAP PPAs for 2024			
					99,000.00

COMMISSION ON AUDIT
RECEIVED
 DATE: **10 3 DEC 2024**
 TIME: **11:25 AM**
 BY: **FRANCIS**

Total Amount in Words: NINETY-NINE THOUSAND 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: JOSEPHINE R. UY Sales Manager Signature over Printed Name of Supplier DEC 02 2024 Date	 ABDULLAH V. MATALAM Regional Director 02-07308601-2024-11- 006156 006156 NOV. 27, 2024 P 99,000.00
Fund Cluster: _____ Funds Available: 01 ₱ 99,000.00 MARIA TERESA S. BERDAN Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit	ORS/BURS No.: _____ Date of the ORS/BURS: _____ Amount: _____