

PURCHASE ORDER

Department of Social Welfare and Development
Cordillera Administrative Office

Annex G-5

Supplier		RYJELL HOTEL	Purchase Order No.		2022-02-045A
Address		CALABA, BANGUED, ABRA	Date		2/2/2022
			Mode of Procurement		SVP
Gentlemen: Please furnish this office the following articles subject to the terms and conditions herein.					
Place of Delivery		AS INDICATED	Delivery Term:		Complete
Date of Delivery		AS SCHEDULED	Payment Term:		Charge
Stock/Property	Unit	Description	QTY	Unit Cost	Total Cost
		CATERING SERVICES WITH HALL RENTAL FOR THE PAT MEETING FOR ABRA			
		FIRST SEMESTER PAT MEETING: TENTATIVE DATE-MARCH 23, 2022			-
	-serving	AM Snack	71	100.00	7,100.00
	-serving	Lunch	71	250.00	17,750.00
	-serving	PM Snack	71	100.00	7,100.00
	lot	Hall Rental	1	7,000.00	7,000.00
OTHER REQUIREMENTS				COMPLIANCE	
A. CATERING					
	1	Lunch served with the combination of three viands (2 meat/fish and 1 vegetable), with appetizer, soup and dessert, AM and PM snacks are preferably indigenous inclusive of fruit juice/refreshment. Note: Portioning of serving of meals based on standard and applicable food measurement (e.g. bowl of bilo-bilo or 2 pcs of suman with 1 slice of riped mango)		✓	
	2	Meals and snacks should be individually packed using biodegradable packaging materials. Creamer, sugar and the like are preferred to be in a canister (with cover) rather than in sachet to comply with green procurement.		✓	
	3	Inclusive of free flowing coffee/lemon grass tea and mineral water		✓	
B. VENUE					
	1	Undertake body temperature checking using thermal scanner at the venue entrances for all guests/participants by qualified health or medical staff or trained personnel		✓	
	2	Sanitizing mats are provided at the entrance of the venue for the disinfection of guests' shoes		✓	
	3	Physical distancing measures, hand sanitation, and respiratory etiquette must be observed when handling guests at the reception area.		✓	
	4	Essential health kits such as 70% ethyl alcohol/hand sanitizer, tissue/paper towel and disposable waste bag should be available at the reception or counter		✓	
	5	The conference/ function hall is: a. function hall must adhere to 50% capacity to ensure physical distancing b. can accommodate the proposed number of attendees with distance regardless of the layout and arrangement of stage, chair, and table set up using rectangular or round tables, among others. Table set up should accommodate 50% of the original capacity c. sound proofed, well lighted and well ventilated d. In light of physical distancing, seating arrangement must consider enough spacing (to contribute to the conduciveness of the learning environment)		✓	
	6	Has access to strong WiFi connection to wit: minimum of 30 mbps for usual browsing (Google Meet, YouTube, Social media & other online platforms)		✓	
	7	Availability and free use of one functional LCD Projector		✓	
	8	Free charging of all electronic gadgets (i.e laptop, projector, mobile phone, among others), including free use of extension cords for the whole duration of the activity		✓	
	9	The place of delivery of the goods / services is within ABRA.		✓	
TOTAL					38,950.00
(Amount in words)		Thirty Eight Thousand Nine Hundred Fifty Pesos Only			

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

Conforme:

(Signature over Printed Name)	Date
Bank Account Name	Bank Account Number
TIN Number	Date of BIR Registration

*please tick tax type
 vat
 non-vat

ARNEL B. GARCIA CESO II
Signature over Printed Name of Authorized Official
Regional Director
Designation

Fund Cluster: <u>MDS / CMF Current</u>	ORS/ BURS No. : <u>2022-02-00581</u>
Funds Available: <u>38,950.00</u>	Date of the ORS/ BURS: <u>2/2/2022</u>
WILBOURN B. BACOLONG ACCOUNTANT III	Amount: <u>38,950.00</u>

PURCHASE ORDER

Department of Social Welfare and Development
Cordillera Administrative Office

Annex G-5

Supplier	RYJELL HOTEL	Purchase Order No.	2022-02-045B
Address	CALABA, BANGUED, ABRA	Date	2/2/2022
		Mode of Procurement	SVP

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

Place of Delivery		AS INDICATED	Delivery Term: Complete		
Date of Delivery		AS SCHEDULED	Payment Term: Charge		
Stock/ Property	Unit	Description	QTY	Unit Cost	Total Cost
		CATERING SERVICES WITH HALL RENTAL FOR THE PAT MEETING FOR ABRA			
		SECOND SEMESTER PAT MEETING: TENTATIVE DATE-AUGUST 5, 2022			-
	servicing	AM Snack	71	100.00	7,100.00
	servicing	Lunch	71	250.00	17,750.00
	servicing	PM Snack	71	100.00	7,100.00
	lot	Hall Rental	1	7,000.00	7,000.00
OTHER REQUIREMENTS				COMPLIANCE	
A. CATERING					
	1	Lunch served with the combination of three viands (2 meat/fish and 1 vegetable), with appetizer, soup and dessert, AM and PM snacks are preferably indigenous inclusive of fruit juice/refreshment. Note: Portioning of serving of meals based on standard and applicable food measurement (e.g. bowl of bilo-bilo or 2 pcs of suman with 1 slice of riped mango)		✓	
	2	Meals and snacks should be individually packed using biodegradable packaging materials. Creamer, sugar and the like are preferred to be in a canister (with cover) rather than in sachet to comply with green procurement.		✓	
	3	Inclusive of free flowing coffee/lemon grass tea and mineral water		✓	
B. VENUE					
	1	Undertake body temperature checking using thermal scanner at the venue entrances for all guests/participants by qualified health or medical staff or trained personnel		✓	
	2	Sanitizing mats are provided at the entrance of the venue for the disinfection of guests' shoes		✓	
	3	Physical distancing measures, hand sanitation, and respiratory etiquette must be observed when handling guests at the reception area.		✓	
	4	Essential health kits such as 70% ethyl alcohol/hand sanitizer, tissue/paper towel and disposable waste bag should be available at the reception or counter		✓	
	5	The conference/ function hall is: a. function hall must adhere to 50% capacity to ensure physical distancing b. can accommodate the proposed number of attendees with distance regardless of the layout and arrangement of stage, chair, and table set up using rectangular or round tables, among others. Table set up should accommodate 50% of the original capacity c. sound proofed, well lighted and well ventilated d. In light of physical distancing, seating arrangement must consider enough spacing (to contribute to the conduciveness of the learning environment)		✓	
	6	Has access to strong WiFi connection to wit: minimum of 30 mbps for usual browsing (Google Meet, YouTube, Social media & other online platforms)		✓	
	7	Availability and free use of one functional LCD Projector		✓	
	8	Free charging of all electronic gadgets (i.e laptop, projector, mobile phone, among others), including free use of extension cords for the whole duration of the activity		✓	
	9	The place of delivery of the goods / services is within ABRA.		✓	
TOTAL					38,950.00
(Amount in words)		Thirty Eight Thousand Nine Hundred Fifty Pesos Only			

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

Conforme:

(Signature over Printed Name)	Date
Bank Account Name	Bank Account Number
TIN Number	Date of BIR Registration

*please tick tax type
 vat
 non-vat

ARNEL B. GARCIA, CESO II
Signature over Printed Name of Authorized Official
Regional Director
Designation

Fund Cluster: <u>MDS/MP Curvet</u>	ORS/ BURS No. : <u>2022-02-00582</u>
Funds Available: <u>38950-</u>	Date of the ORS/ BURS: <u>2/3</u>
WILBOURNE BACOLONG ACCOUNTANT III	Amount: <u>38,950.00</u>

VUB/crgg