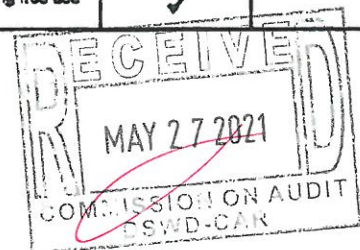


# PURCHASE ORDER

Department of Social Welfare and Development  
Cordillera Administrative Office

Annex G-5

Supplier		SOUTH VILLE INN		Purchase Order No.	2021-04-148
Address		LAGAWE PROPER DRIVE, POBLACION SOUTH, LAGAWE, IFUGAO		Date	4/19/2021
				Mode of Procurement	SVP
Gentlemen: Please furnish this office the following articles subject to the terms and conditions herein.					
Place of Delivery		WITHIN IFUGAO		Delivery Term:	Complete
Date of Delivery		AS SCHEDULED		Payment Term:	Charge
Stock/Property	Unit	Description	QTY	Unit Cost	Total Cost
		<b>CATERING SERVICES WITH HALL RENTAL FOR THE SLP INSTITUTIONAL DEVELOPMENT AND CAPACITY BUILDING ACTIVITIES FY 2021 - IFUGAO</b>			
		<del>SLP Referral and Grievance Processes Training: May 5-7 (100 3704)</del>			
	servings	DAY 1 AM Snack	11	80.00	880.00
	servings	Lunch	11	250.00	2,750.00
	servings	PM Snack	11	100.00	1,100.00
	servings	DAY 2 AM Snack	10	100.00	1,000.00
	servings	Lunch	10	250.00	2,500.00
	servings	PM Snack	10	100.00	1,000.00
	servings	DAY 3 AM Snack	10	100.00	1,000.00
	servings	Lunch	10	250.00	2,500.00
	day	Hall Rental	2.5	3,500.00	8,750.00
		<del>Livelihood Resiliency and Continuity Training for SLP Staff: June 2-4</del>			
	servings	AM Snack (10 pax x 3 days)	30	100.00	3,000.00
	servings	Lunch (10 pax x 3 days)	30	250.00	7,500.00
	servings	PM Snack (10 pax x 2 days)	20	100.00	2,000.00
	day	Hall Rental	2.5	3,500.00	8,750.00
		<del>SLP Training on Building Strategic Partnerships: June 24-25</del>			
	servings	AM Snack (10 pax x 2 days)	20	100.00	2,000.00
	servings	Lunch (10 pax x 2 days)	20	250.00	5,000.00
	servings	PM Snack (10 pax x 2 days)	20	100.00	2,000.00
	day	Hall Rental	2	3,500.00	7,000.00
		<b>SEE ATTACHED PROPOSED MENU</b>			
		<b>OTHER REQUIREMENTS</b>		<b>COMPLIANCE</b>	
		<b>CATERING</b>			
		Lunch served with the combination of three viands (2 meats/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 bibilo or 2 pcs of suman with 1 slice of riped mango)		✓	
		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.		✓	
		Inclusive of free flowing coffee/tea/mineral water		✓	
		<b>VENUE</b>			
		Undertake body temperature checking using thermal scanner at the venue entrance for all guests/participants by qualified health or medical staff or trained personnel		✓	
		Sanitizing mats are provided at the entrance of the venue for the disinfection of guests' shoes		✓	
		Physical distancing measures, hand sanitation, and respiratory etiquette must be observed when handling guests at the reception area.		✓	
		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		✓	
		The conference/ function hall is: a. function hall must adhere to 60% 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)		✓	
		Has access to strong WIFI connection to wit: minimum of 30 mbps for usual browsing (Google Meet, YouTube, Social media & other online platforms)		✓	
		Availability and free use of one functional LCD Projector		✓	
		Free charging of all electronic gadgets (Laptop, projector, mobile phone, among others), including free use of extension cords for the whole duration of the activity		✓	



	The place of delivery of the goods / services is within Ilogos.	✓	
	Payment will be made every after delivery of services / conduct of activity		
(Amount in words)	Fifty Eight Thousand Seven Hundred Thirty Pesos Only		TOTAL / 58,730.00

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 items.

Conforme: *NSA*  
NORMALITA K. TUNGOD /  
SOUTH VILLE INN  
 (Signature over Printed Name)  
SOUTH VILLE INN  
 Bank Account Name  
156-836-967-000  
 TIN Number \*please tick tax type  
 vat  
 non-vat

May 24 / 21  
 Date  
831-0925-07  
 Bank Account Number  
2-13-2008  
 Date of BIR Registration

*[Signature]*  
**ARNEL B. GARCIA, CESO II**  
 Signature over Printed Name of Authorized Official  
**Regional Director**  
 / Designation  
*4/27/21*

*02-10101-2021-04-12789*  
*02-10101-2021-04-02788*

Fund Cluster: <u>CAP EXPENDIT</u>	ORS/ BURS No.: <u>02-10101-2021-04-02788</u>
Funds Available: <u>58,730.00</u>	Date of the ORS/ BURS: <u>4/27/21</u>
<b>WILBOURN B. BACOLONG</b> ACCOUNTANT II	Amount: <u>58,730.00</u>

