PURCHASE ORDER

Tabaco City
LGU

Supplier	**HOTEL ST. ELLIS**	P.O No.:	23-10-1369
Address	**RIZAL ST., LEGAZPI CITY**	Date:	OCT 24 2023
		Mode of Procurement:	**SMALL VALUE**
		PR No./s	**23-10-1449**

Gentlemen:

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

Place of Delivery:		LGU-TABACO CITY -	**CITY SOCIAL WELFARE DEVELOPMENT OFFICE (CSWDO)**	Delivery Term:	
Date of Delivery:			November 13-14, 2023	Payment Term:	3 weeks
Item No.	**Qty**	**Unit**	**DESCRIPTION**	**Unit Cost**	**Amount (Php)**
Hotel Accommodation with Meals for the 2 Days Capacity Building of LCPC Members and Sub Committee					-
1	1	lot	**Hotel Room Accommodation** (30 pax) Hotel shall be within the City of Legazpi	29,850.00	29,850.00
			- 1 Single Room Standard		-
			- Shared Room (Standard), 3-4 pax per room (29 pax)		-
2	1	lot	**Venue and Meals for 2 Days**	59,700.00	59,700.00
			Venue with capacity of at least 30 pax and complete amenities		-
			Meals (2 Days)		-
			Day 1		-
			A.M. Snacks: Spaghetti and Juice		-
			Lunch: Boiled Rice, Vegetables, Soup, Fried Chicken, Sweet Sour Fish, Dessert and Bottled Water		-
			P.M. Snacks: Sandwich, Juice or Coffee		-
			Dinner: Boiled Rice, Vegetables, Soup, Pork Adobo, Fried Fish Dessert and Bottled Water		-
			Day 2		-
			Breakfast: Garlic Rice, Egg Omelette, Fruits, Coffee or Juice		-
			A.M. Snacks: Sandwich, Juice or Coffee		-
			Lunch: Boiled Rice, Vegetables, Soup, Pork Steak, Fried Fish, Dessert and Bottled Water		-
			P.M. Snacks: Bihon Guisado with Toasted Bread, Juice		-
			nothing follows		-
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					-
				TOTAL	**89,550.00**

COA AUDIT GROUP A, ALBAY
RECEIVED
BY:
DATE: 11/6/23
TIME: 3:00
AUDIT TEAM R5-03-TABACO CITY

Eighty Nine Thousand Five Hundred Fifty Pesos

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

CONFORME:

ERICHA MAE PINILI
(Signature over printed name)

(Date) Oct. 27, 2023

Very Truly yours,

NESTOR T. SAN PABLO
Acting City Mayor

(In case of Negotiated Purchase pursuant to section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sangguniang Resolution No.:

Date: