



**PURCHASE ORDER
OFFICE OF CIVIL DEFENSE**

Entity Name

Supplier : <u>Diversion 21 Hotel</u>	P.O. No. : <u>2021-10-018</u>
Address : <u>Diversion Rd, Iloilo City</u>	Date : <u>OCT 28 2021</u>
TIN : <u>432-008-505-000</u>	Mode of Procurement : <u>53.10</u>

Gentlemen:

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

Place of Delivery : <u>Diversion 21 Hotel, Iloilo City</u>	Delivery Term : <u>Nov. 1-Dec. 31, 2021</u>
Date of Delivery : <u>November 1 - December 31, 2021</u>	Payment Term : <u>Send Bill Policy</u>

Stock/ Property No.	Unit	Description						Quantity	Unit Cost	Amount
		Name of Event: Provision of lease of venue, accommodation and meals for the RIMT Monitoring of COVID-19 in Region 6 Western Visayas for the Months of November to December 2021								
		Location: within Iloilo City								
		Date of Accommodation: November 1, 2021 - December 31, 2021 (25 pax)								
		No. of Pax	Room Requirement	No. of Rooms	Check-in date/time	Check-out time	No. of Nights			
		25	single bed occupancy	25	Nov. 1, 2021 / 2:00 PM	Dec. 31, 2021 / 2:00 PM	60			
		No. of Pax	Meal/Snack	Serving Arrangement	Inclusive Date	Menu				
		25	Lunch	Packed	Nov. 1-Dec. 30, 2021	Choice of pork, chicken or beef with side dish and dessert, and one beverage				
	Dinner		Packed							
	Complimentary Breakfast		Packed	Nov. 2-Dec. 31, 2021						
		Must have cable television connectivity; Provide coffee/milk/tea/choco drink in the room; Provide free bottled drinking water inside the room (daily replenished)								
		Must have internet connection at least 4GB, 30 mbps in the rooms; Complimentary breakfast.								
		Other Requirements:								
		Hotel/ Resort must have fire exit and fire extinguisher								
		Hotel security must be present during the duration of the accommodation								
		Hotel/ Resort must accept a SEND BILL Policy in the payment of service								
Total									P 2,700,000.00	

(Total Amount in Words) Two Million Seven Hundred Thousand 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 on the undelivered item/s.

Conforme:

JUDITH S. JABINOCAN
Signature over Printed Name of Supplier

OCT 28 2021

Date

Very truly yours,

DIR. JOSE ROBERTO R. NUÑEZ

Regional Director

Fund Cluster : _____

Funds Available : _____

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____

JEANETTE G. PETALINO

Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit