

PURCHASE ORDER
Office of Civil Defense- Davao City
Entity Name

Supplier : Park Inn by Radisson Davao	P.O. No. : 2021-08-200
Address : SM Lanang Complex, J.P Laurel Ave., Lanang, Davao City	Date : August 9, 2021
TIN :	Mode of Procurement : Negotiated

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

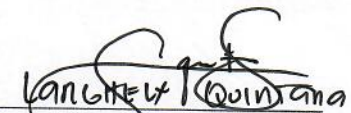
Place of Delivery : Park Inn by Radisson Davao	Delivery Term : 2 Days
Date of Delivery : August 12-13, 2021	Payment Term : Cheque for Delivery/Pick Up

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	Event 1. Provision of Meals and Meeting Venue Services for the participants involved in the Formulation Workshop of Regional Disaster Response Plan (RDRP) for Hydro-meteorological Hazards on August 12-13, 2021	1	12,500.00	12,500.00
		A. Meal Specification: •AM Snacks, Lunch, PM Snacks for 10 pax on August 12-13, 2021 •Snacks must be served plated •All meals must come with free beverages and free flowing coffee •Menu Options: Vegetables, Sea Foods, Fish, Chicken, Beef and Rice, (No Pork) B. Venue Specification: • Can accommodate at least 10 pax • Must come with free and stable Wifi connection (more than 10mbps) • Air-conditioned, well ventilated and clean function room • Adequate number of comfort rooms comfortably located adjacent to the training venue • Have sufficient power outlets and can provide at least two (2) extension wires D. Other Conditions: • Supplier must be located within Davao City • Supplier must accept a send bill policy in the Payment of services • Contract must be notarized c/o Supplier			


(Total Amount in Words)	Twelve Thousand Five Hundred Pesos Only				12,500.00
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In

Conforme:


 Signature over Printed Name of Supplier
 Date
8-12-21

Very truly yours,


DIR. MANOLITO P. ORENSE
 Regional Director

Fund Cluster : _____ Funds Available : _____ <div style="text-align: center;">  FRANZ N. IRAG Chief, Admin and Finance Section </div>	ORS/BURS No. : _____ Date of the ORS/BURS: _____ Amount : _____
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