



PURCHASE ORDER

SUPPLIER: **ADOLFO REALTY CORPORATION**
ADDRESS: Purok 6, Gibraltar Road, Baguio City

P.O. No.: 2024-01-01
DATE: Jan. 02, 2024

TIN:

MODE OF PROCUREMENT: NP-LEASE OF REAL PROPERTY AND VENUE

Gentlemen:

Please furnish this Office the following article(s) subject to the terms and conditions contained herein.

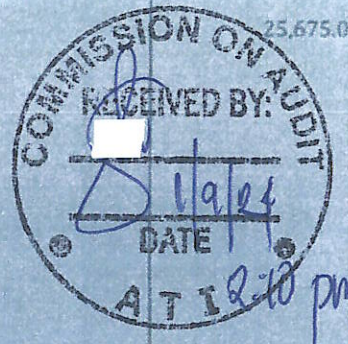
Place of Delivery:

Delivery Terms: 4 WORKING DAYS

Date of Delivery:

Payment Term: LDDAP

STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
		Lease of venue, food and accommodation January 9-12, 2024			
		Meals Inclusions			
	serving	January 9, 2024: Dinner	23		5,175.00
	serving	January 10-12, 2024: Full board meals Breakfast - 3 viands choices of vegetable, fish (no cream dory), meat - chicken/beef with soup, rice, dessert, coffee or hot chocolate AM/PM Snacks - Kakanin/pinoy meryenda and fresh fruit Lunch/dinner - 3 viands choices of vegetable, fish (no cream dory), meat - chicken/beef with soup, rice, dessert, fruit juice or iced tea Others: Free flowing coffee, tea and water	23		82,800.00
	pax	Accommodation January 9-12, 2024 Double sharing rooms (with complimentary bottled water and toiletries)	23		55,200.00
	pax	Function/Training Hall January 10-12, 2024 Should include: 1. Sound system (speaker and 2. DLP Projector and projector screen 3. Power consumption for laptops 4. Extension cords 5. Wifi 6. White board 7. Event tarpaulin and signages	23		25,675.00
		Purpose: To be used and served during the conduct of the Igniting Excellence: PPD's Operational Planning Workshop for FY 2024 and FY 2025 Plans and Budget Proposal Preparation on January 9-12, 2024 in Benguet			



TOTAL AMOUNT IN WORDS:

ONE HUNDRED SIXTY-EIGHT THOUSAND EIGHT HUNDRED FIFTY PESOS ONLY

168,850.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for everyday of delay shall be imposed.

CONFORME:

[Signature]
Signature Over Printed Name of Supplier

January 4, 2024
Date

Very truly yours,

[Signature]
REMBLYN RECORDER, MNSA, CESO III
DIRECTOR IV

FUNDS AVAILABLE:

[Signature]
GILLIAN ROSE C. LARGO
OIC-CHIEF ACCOUNTANT

OR/BUR No.:

2024-01-01
01-02-24

Amount:

Phd. 168,850