

Republic of the Philippines  
**OFFICE OF THE SOLICITOR GENERAL**  
 134 Amorsolo Street, Legaspi City  
 Mactan City

**PURCHASE ORDER**

Supplier: <b>PHILIPPINE TURISTA CENTER INC.</b>	P.O. #: <b>024-04-039</b>
Address: Dumaguete City, Negros Oriental	Date: April 12, 2024
Tel: 489-406-247-033	
Account No: 1967000091707	Bank: Bank of the Philippine Islands - Dumaguete City Branch
Telephone: 09171925189	Mode of Procurement: <b>Lowest Price</b>

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

Place of Delivery: <b>Dumaguete City, Negros Oriental</b>	Delivery Term: <b>April 25-28 2024</b> at specific time
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Date of Delivery: <b>April 25-28 2024</b>	Payment Term: <b>Cash</b>
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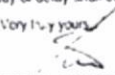

Stock No.	Unit	Description	Qty	Unit Cost	Amount
	Lot	<p><b>Lease of Venue (with Catering Services) for the Conduct of 2024 Strategic Planning Programming, Policy-Setting, and Budgeting Activity of the Secretariat inclusive of set-up operator/marshals and other charges</b></p> <p>Event Date: April 25, 2024                      No. of Pax: 26 Pax                      Check-in Time: 3:00 PM</p> <p><b>General Specifications</b></p> <p>Access/Availability: The venue must be accessible to Office of the Solicitor General via air travel and airport van transfer for all attendances of employees to and from the venue.</p> <p>Space Requirement inclusive of: The venue must accommodate at least 26 persons. The accommodation is for 4 days and 3 nights for the following room:                      Premier Villa: 3 Occupants (2 Rooms)                      Superior Villa: 3 Occupants (4 Rooms)                      Superior Villa: 2 Occupants (1 Room)                      Villa Garden Villa: 2 Occupants (2 Rooms)</p> <p>Light/Ventilation and Air conditioning: The venue must have sufficient lighting and proper ventilator.</p> <p>Facilities: The venue must have a wide space or meeting facilities or tents with toilet and shower, swimming pool and beach, and with restaurant. The venue is preferably to have internet availability/connectivity for the attendees. The venue should have a facilities for disabled guests. The venue must have a steady supply of water for hand washing and toilet use.</p> <p>Health and security: The venue must have visible fire escapes and firefighting equipment, equipped of first aid kit for emergency, fire alarm, and 24-hour desk and security. The venue must be properly sanitized and preferably with daily disinfection, common areas.</p> <p>Transportation: Airport van bus transfer from airport to venue, vice versa.</p> <p>Emergency Response: The venue must be near a police station and fire station, or at least equipped for emergency cases.</p> <p>Others: The venue must be structurally sound, well-maintained and attractive.</p> <p>Other Amenities included:                      Meeting Room: Full-time Room to be used during the stay with:                      Tables and chairs                      Basic Sound System with at least 2 microphones                      Preferably with Projector and Projector Screen                      Source of Electrical outlets and power lines                      WiFi internet connectivity                      Gas/Cable Point</p> <p><b>Food:</b>  <b>Minimum Inclusion</b>                      Day 1: April 25, 2024                      Breakfast: Complimentary menu to the tour/visiting guest                      Lunch: Soup, Cream of Pumpkin                      Salad: Caesar Salad                      Appetizer                      Main Entree: Beef Tenderloin and Breaded Fish Fillet with Wasabi Mayo Sauce                      Pasta: Garlic Mushroom                      Rice                      Desserts: Sansrival and Lemche Plait                      Dinner: Soup: Chicken Asparagus Soup                      Salad: Chicken Potato Salad                      Appetizer                      Main Entree: Roast Herbed Chicken with Gravy and Breaded Fish Fillet in Teriyaki Sauce                      Pasta: Baked Macaroni and Cheese                      Rice                      Desserts: Sansrival and Tree Custard                      Accompanied with 12 glasses of water/tea/coffee</p>	*	Php: 413,496.00	Php: 413,496.00

**OFFICE OF THE SOLICITOR GENERAL**  
**RECEIVED**  
 APR 23 2024  
**SECRETARIAT**  
 By: Irish 2:33 PM

Stock No	Unit	Description	Qty	Unit Cost	Amount
		<p>Day 2 - April 26, 2024</p> <p>Breakfast: Complimentary menu to the room assigned</p> <p>Lunch: Soup: Cream of Mushroom Salad: Mixed Green Salad with Ranch Dressing Appetizer Main Entree: Baked Chicken Inasal and Pork Salpicado Pasta: Saanghain Gaisado Rice Desserts: Banana Turon and Fruit Tart</p> <p>Dinner: Soup: Cream of Corn Soup Salad: Macaroni Salad Appetizer Main Entree: BBQ Pork Ribs and Steamed Fish Fillet with Soy Sesame Ginger Sauce Pasta: Creamy Bacon and Mushroom Rice Desserts: Banana Turon and Fruit Tart (All served with 1-2 glasses of Iced Tea or Juice)</p> <p>Day 3 - April 27, 2024</p> <p>Breakfast: Complimentary menu to the room assigned</p> <p>Lunch: Soup: Minestrone Soup Salad: Macaroni Salad Appetizer Main Entree: Chicken &amp; Vegetable Curry and Hamburgers Pasta: Spaghetti Bolognese Rice Desserts: Cheese Cake Squares and Tres Lechos</p> <p>Dinner: Soup: Cream of Mushroom Soup Salad: Mixed Green Salad with Ranch Dressing Appetizer Main Entree: Bricks Spring Rolls and Fish Fillet and Vegetable Curry Pasta: Garlic Mushroom Rice Desserts: Leche Flan and Cheese Cake Squares (All served with 1-2 glasses of Iced Tea or Juice)</p> <p>Day 4 - April 28, 2024</p> <p>Breakfast: Complimentary menu to the room assigned</p> <p>General Requirements</p> <p>Delicious, Flavorful Meals are prepared in proper, hygienic and safe place. Big Servings, Spill-free, Freshly made (not soaked). Supplier should warrant the agency that in case of spoilage and not good quality meals they will replace and provide the same itemed they.</p> <p>Note: The supplier must also provide an option for postponement, and/or modification to quantity due to possible changes in quarantine protocol or agency announcements.</p> <p>The following documents shall be deemed part and construed as part of this agreement: I. Contract II. Quotation III. Other documents as may be required by laws.</p>			
Total Amount in Words		Four Hundred Thirteen Thousand Four Hundred Ninety Six Pesos Only			Php 413,496.00

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.

Conforme   
(Signature over printer name)  
April 19, 2024  
(Date)

Very truly yours,  
  
JESSICA L. CASTRO  
CAO Administrative Division  
  
EDITHA R. BUENDIA  
Director N. HRMAS

Funds Available ALOBS \_\_\_\_\_  
Amount \_\_\_\_\_  
ARIEL J. UBINA  
Chief Accountant