	<b>OFFICE OF CIVIL DEFENSE</b>	Document Code	QF-IPD-01
	Quality Form	Revision No.	0
	<b>Purchase Order</b>	Effectivity Date	2019.08.16
		Page No.	1 of 1
Supplier	Orchid Garden Suites Manila	P.O. No.	CMS-PO-20-218
Address	620 Pablo Ocampo St. Malate Manila	Date	
E-mail Address	<a href="mailto:orchidgarden@pldtsl.net">orchidgarden@pldtsl.net</a>	Mode of Procurement	Section 53.2 (Emergency Procurement)
Tel. No.	9560695003	TIN	003 886 315 000

Gentlemen:  
**Please provide this office the following services subject to the terms and conditions contained herein:**


Location of Service:	Delivery Term:	11 August 2020 - 24 August 2020 (13 Nights)
	Payment Term:	30 Working Days

LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT																								
	Lot	<p align="center"><b>Provision of Accomodation and Meals for the Outgoing Emergency Medical Team (EMT) Personnel designated for COVID-19 Quarantine Facility at Rizal Memorial Coliseum (RMC)</b></p> <p>Room Type: Standard Room (1 occupant per room)            Location: Within Pasay/Manila/Area            Date: 11 August 2020 - 24 August 2020 (13 nights)</p> <p>Room requirements:</p> <table border="1"> <thead> <tr> <th>No. of Pax</th> <th>Room Requirement</th> <th>No. of Rooms</th> <th>Check-in date/time</th> <th>Check-Out date/time</th> <th>No. of Nights</th> </tr> </thead> <tbody> <tr> <td align="center">22</td> <td>Twin Rooms (1 Occupant)</td> <td align="center">22</td> <td>11 August 2020, 2PM</td> <td>24 August 2020, 12NN</td> <td align="center">13</td> </tr> </tbody> </table> <p>Meals requirement:</p> <table border="1"> <thead> <tr> <th>No. of Pax</th> <th>Meals</th> <th>Serving Arrangement</th> <th>Inclusive Dates</th> <th>Menu</th> </tr> </thead> <tbody> <tr> <td align="center" rowspan="3">22</td> <td>Breakfast</td> <td rowspan="3">Full Board Meals</td> <td rowspan="3">11 August 2020 - 24 August 2020</td> <td rowspan="3">TBD</td> </tr> <tr> <td>Lunch</td> </tr> <tr> <td>Dinner</td> </tr> </tbody> </table> <p>Other Reuirements:            -Flexible in room accomodation            -With rooms daily cleaned and sanitized            -With regular change of beddings            -With internet connection, Air-conditioning, Cable TV, In-Room Safe, 1 Towel, Soap and Shampoo            -With hygiene kit and sanitation kit.            -With bottled water            -With basic toiletries            -Price includes meals and accommodation            -Price inclusive of VAT            -All Contracts are subject for extension or renewal upon the discretion of the HOPE</p> <p>Other Terms:  <b>Mode of payment:</b> Progress Billing  <b>Fund Source:</b> Chargeable against the OCD QRF 2020            ***Nothing Follows***</p>	No. of Pax	Room Requirement	No. of Rooms	Check-in date/time	Check-Out date/time	No. of Nights	22	Twin Rooms (1 Occupant)	22	11 August 2020, 2PM	24 August 2020, 12NN	13	No. of Pax	Meals	Serving Arrangement	Inclusive Dates	Menu	22	Breakfast	Full Board Meals	11 August 2020 - 24 August 2020	TBD	Lunch	Dinner	22	2,000.00	572,000.00
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	Dinner																												
				<b>TOTAL COST</b>	<b>₱572,000.00</b>																								

(Total Amount in Words): Five Hundred Seventy-Two Thousand Only

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

Conforme: Horvee O. Vasquez  
 Signature over printed name of Supplier  
 Date: 08/10/2020

Very truly yours,  
  
**USEC RICARDO B JALAD**  
 Administrator

Funds Available: LALAIN NECESARIO BARROGA  
 Chief, Accounting Section

OBR No. : 02-101101-2020-08-022  
 Amount : ₱ 572,000.00

