PURCHASE ORDER

OFFICE OF CIVIL DEFENSE REGIONAL OFFICE 1

Agency / Procuring Entity

Supplier	: **EM Royalle Hotel**	P.O. No.	: **2020-07-048**
Address	: **Brgy. Taboc, San Juan, La Union**	Date	: JUL 25 2020
Contact No.	: **0998 436 1464 / 0917 772 7047**	Mode of Procurement	: **53.2 - NP Emergency Cases**
TIN	: **928-039-361-000**		

To Whom It May Concern:

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

Place of Delivery	: **Within the Province of La Union**	Delivery Term	: **July 25, 2020 - August 1, 2020**
Date of Delivery	:	Payment Term	: **Send Bill Arrangement**

Stock/ Property No.	UNIT	ITEM/DESCRIPTION	QUANTITY	UNIT COST	AMOUNT
	1 lot	**Lease of Venue including Meals and Accommodation for the Establishment of Isolation/ Quarantine Facility for OCD RO-I Personnel and Incident Management Team (IMT) re: Coronavirus Disease 2019 (COVID-19) Response Operations** **Specific Requirements:** **Provision of accommodation and meals for the establishment of:** **Name of Event:** Isolation/ Quarantine Facility for OCD RO-I Personnel and Incident Management Team (IMT) re: Coronavirus Disease 2019 (COVID-19) Response Operations **Location:** Within the Province of La Union **Venue/Hotel:** No. of pax: Forty (40) Room Requirement: Single Rooms No. of Rooms: Forty (40) Check-in date/time: 25 July 2020, 12NN (early check-in) Check-out date/time: 01 August 2020,12NN No. of Nights: Seven (7) **Meals/Restaurant Services:** No. of pax: Forty (40) Meal: PM Snack, Dinner, Breakfast, AM Snack and Lunch Serving Arrangement: Packed Inclusive Date: PM Snack – 25-31 July 2020 Dinner – 25-31 July 2020 Complimentary Breakfast – 26 July 2020 to 01 August 2020 AM Snack – 26 July 2020 to 01 August 2020 Lunch – 26 July 2020 to 01 August 2020 Menu: AM/PM Snack – Choice of pasta, noodles, pastry or native delicacies with one beverage Dinner – Fresh fruits in season, Rice or Bread with butter, at least 3 main courses (seafood, fish, chicken or pork or beef and vegetables) and bottled water Complimentary Breakfast – Chef's choice with a choice of coffee or juice as beverage Lunch – Fresh fruits in season, Rice or Bread with butter, at least 3 main courses (seafood, fish, chicken or pork or beef and vegetables) and bottled water **Other Requirements:** Must be a Department of Health/ Department of Tourism accredited COVID-19 facility/establishment Must have internet connection at least 2GB, 30 mbps in the rooms Must provide complimentary breakfast Must provide free bottled drinking water or its equivalent inside the room (to be replenished daily) Must provide drinking water and dispenser in accessible areas in the hotel Must provide toiletries and towels (to be replenished daily) Must conduct sanitation and disinfecting of rooms/facilities as necessary Must provide laundry and ironing services Must have provisions for the elderly, PWDs, pregnant women and children Must provide free parking space for vehicles Must have hot and cold water line/water heater Must be flexible in the provision of services and schedule arrangements PREFERABLY has TV set, refrigerator and coffee percolator in the room **Payment Terms:** Must accept Send Bill Policy -x-x-x-x-x-x-x-x-x-x-x-x-x- *nothing follows* -x-x-x-x-x-x-x-x-x-x-x-x-x-x- **Total Cost**		1,148,000.00	1,148,000.00 P 1,148,000.00

(Total Amount in Words): **One Million One Hundred Forty Eight Thousand Pesos Only**