

## PURCHASE ORDER

## MUNICIPAL GOVERNMENT OF GLORIA

Supplier: <b>Caliraya Resort Club, Inc.</b>	P.O. No.: <b>2022-001-515</b>
Address: <b>Brgy. Lewin, Lamban, Laguna</b>	Date: <b>August 12, 2022</b>
TIN: <b>007-269-420-00000</b>	Mode of Procurement: <b>NOTICE OF NEGOTIATED PROCUREMENT – LEASE OF REAL PROPERTY AND VENUE (SEC. 53.10)</b>
Name of the Project/s: <b>Food and lodging during the Employee Socio-Cultural Development Activity: Annual Employees' Day</b>	PR No./s: <b>2022-001-919</b>
Location of the Project/s: <b>Caliraya Resort Club, Inc., Brgy. Lewin, Lamban, Laguna</b>	Project Reference No.: <b>Nego. 2022-051</b>

Gentlemen:

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

Place of Delivery: <b>Caliraya Resort Club, Inc., Brgy. Lewin, Lamban, Laguna</b>	Delivery Term: <b>3 days</b>
Date of Delivery:	Payment Term: <b>after delivery and inspection/after the event</b>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>Food and Lodging</b>			
		<b>August 23, 2022</b>			
1	pax	Full board and accommodation for 1 day	5	2,160.00	10,800.00
		<b>August 24-26, 2022</b>			
2	pax	Full board and accommodation for 2 days	173	4,400.00	761,200.00
		Inclusions: 1. Rooms - twin, triple, quadruple, etc - free wifi access - good phone signal - spacious and tidy - provision of free bottled water and toiletries  2. Food service - 6 buffet style meals and 4 set of snacks  3. Function Room - use of air conditioned function room and with PA sound system  4. Other Facilities - free parking - free use of hotel amenities - free welcome streamer or backdrop - free use of facilities and amenities for Team Building Activity - Team Building Facilitator			
		Total			<b>₱772,000.00</b>

Total Amount in Words:

**Seven Hundred Seventy Two Thousand Pesos Only**

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 on the undelivered item/s.

Conforme:

**Caliraya Resort Club, Inc.**

Signature over Printed Name of Supplier

Date Signed

Very truly yours,

**GERMAN D. RODEGERIO**

Municipal Mayor

Date Signed

In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.

Approved per Sanggunian Resolution No.:

Certified Correct:

Date

Copy Distribution:

Orig - DV/COA

2nd - DV/MAcO

3rd - GSO



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**NOTICE TO PROCEED**

August 15, 2022

**GARY MARVIN A. ESPALLARDO**  
Caliraya Resort Club, Inc.  
Brgy. Lewin, Lamban, Laguna

Dear Ma'am/Sir;


The attached Contract Agreement/Purchase Order having been approved, notice is hereby given to **Caliraya Resort Club, Inc.** may commence on the lease of venue including food and lodging during the Employee Socio-Cultural Development Activity: Annual Employees' Day, effective on the day or date after the receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the Municipal Government of Gloria, Oriental Mindoro.

Contract Duration: 3 days upon receipt of Notice to Proceed

Very truly yours,

  
**GERMAN D. RODEGERIO**  
Municipal Mayor

I acknowledge receipt of this Notice on AUGUST 15, 2022

Name of the Representative of the Bidder: GARY MARVIN ESPALLARDO

Authorized. Signature: 