

City Government of Baguio

Purchase Order

POSTING

Supplier: HOTEL ELIZABETH / ADOLFO REALTY CORPORATION Address: Lualhati, Gibraltar, Baguio City E-mail Address: gsa.baguio@hotelelizabeth.com.ph Telephone No.: 0746190367 TIN: 218-412-240	P.O No.:1318 Date: 11/22/2021 Mode of Procurement: Negotiated Procurement 123
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Gentlemen: **Please furnish this office the following articles subject to the terms and conditions contained herein.**

Place of Delivery: **City General Services Office: Baguio City**

Delivery Term: November 25 to 26, 2021

Date of Delivery: Please input delivery date

Payment Term: Please input payment term

Receipt of Purchase Order

Item	QTY	Unit	Description	Unit Cost	Amount
1	1	Lot	M & S w/ venue- Coping w/ Stress & Mental Health <i>th c/o HRMO</i>	82,500.00	82,500.00
	55	pax	Meals and Snacks - Coping with Stress and Mental Health Awareness Seminar on December 2, 2021 for 55pax. MENU: AM SNACKS: Bread Pudding, w/a glass of Iced Tea/Juice & Coffee/Tea. LUNCH: Steamed Rice, Heart of Banana Omelette, Sotanghon soup, Pork BBQ, Tilapia w/ Squash in Coconut Milk, Cashew Fudge Brownies or Fresh Fruit Salad, w/a glass of Iced Tea/Juice & Coffee/Tea, PM SNACKS: Palitaw (3 pcs), w/a glass of Iced Tea/Juice & Coffee/Tea-With overflowing Coffee and Tea -Preferably Hotel with free provision of 1 Room Accommodation for the Training Staff for convenience purposes -With high quality sound system -With wide white screen for projector on both sides of the conference hall. -Venue's conference hall should have windows to allow free air circulation and ample space compliant to the physical distancing measures, (at least 1 meter distance on all sides per participant) - Nestle Powdered Juice; see attached menu 110 c/o HRMO	750.00	41,250.00
	55	pax	Meals and Snacks - Coping with Stress and Mental Health Awareness Seminar on November 26, 2021 for 55 pax. MENU: AM SNACKS: Biko w/a glass of of Iced TeaJuice & Coffee/Tea. LUNCH: Steamed Rice, Minestrone Soup, Chicken Curry, Grilled Stuffed Boneless Bangus, Veggie Lumpiang Hubad, Oatmeal Cookie or Fresh Fruit Platter, w/ a glass of Iced Tea/Juice & Coffee/Tea. PM SNACKS: Crepe (choice of Apple or Mango w/a glass of Iced Tea/Juice & Coffee/Tea -With overflowing Coffee and Tea -Preferably Hotel with free provision of 1 Room Accommodation for the Training Staff for convenience purposes -With high quality sound system -With wide white screen for projector on both sides of the conference hall. -Venue's conference hall should have windows to allow free air circulation and ample space compliant to the physical distancing measures, (at least 1 meter distance on all sides per participant) - Nestle Powdered Juice; see attached menu 110 c/o HRMO	750.00	41,250.00
			Note:	GRAND TOTAL	82,500.00

(Total Amount In Words) **Eighty Two Thousand Five hundred Pesos and 00/100**

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 every day of delay shall be imposed

This is to certify that I have
TERMS and CONDITIONS as contained at the
back of this Purchase Order and I concur with all
 Conforme:

Very Truly yours

BENJAMIN B. MAGALONG
 CITY MAYOR

Signature over printed name of Supplier

HOTEL ELIZABETH

Date *11/29/21*