



Republic of the Philippines
BENGUET STATE UNIVERSITY
 La Trinidad, Benguet

PURCHASE ORDER

Supplier: VILLAS BUENAVISTA	P.O No.: 2024-04-SP-81
Address: San Juan, La Union	Date: 4/19
Item:	Mode of Procurement: MP-LRPV
	PR No.: 2024-04-630

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

Place of Delivery: CENTER FOR GEOSINFORMATICS (GIS)	Delivery Term: FOB DESTINATION
Date of Delivery: April 24-26, 2024	Payment Term: 30 DAYS AFTER COMPLETE DELIVERY

Item No.	Stock/Property No.	Unit	Item	Quantity	Unit Cost	Amount
III. OTHER SUPPLIES AND MATERIALS						
1		lot	<p>Unleashing Your Paper Potential in the International Arena: A write-shop Workshop Activity</p> <p>I. Availability - 50% Available on April 24 - 26, 2024</p> <p>ii. Location and Site Condition - 15% Accessibility: Within La Union (10%) Parking Spaces: Free parking space reserved or near venue (5%)</p> <p>III. Venue - 35%</p> <p>A. Functionality</p> <p>A.1 Available one (1) air-conditioned function/meeting room: (5%) - Scheduled from 8:30 AM - 7:00 PM on April 24-26, 2024 - Banquet-like setup for 15 pax with near power source for the Secretariat</p> <p>A.2 Accommodation/Rooms: (5%) - Subject to availability of twin sharing rooms for 3 days and 2 nights (15 pax) - Inclusive of breakfast</p> <p>A.3 Lighting, ventilation, and airconditioning: (5%) Lighting: With natural lighting/fluorescent lights. Ventilation and airconditioning: With mechanical ventilation such as fans and airconditioners either installed directly on walls, or installed in air ducts for supplying air into or exhausting air from the room.</p> <p>B. Facilities:</p> <p>B.1 Internet and Telecommunications: (5%) - Free use of WiFi within the vicinity of the venue.</p> <p>B.2 Audio visual equipment amenities: (5%) - with atleast two or more microphones (wireless), speakers projector & screen, waived electricity charges for use of laptops and projectors, extension cord</p> <p>C. Other requirements</p> <p>C.1 Maintenance: (3%) - Provision of janitorial and maintenance services</p> <p>C.2 Security: (2%) - Adequate security services 24/7</p> <p>D. Catering Services: (5%) with overflowing coffee and water</p> <p>Arrival Day: April 24, 2024</p> <p>15 pax - Lunch (1 sinigang na pork, 1 calamares, 1 chopseuy, 1 beverage mango juice and banana)</p> <p>15 pax - PM Snack (spaghetti, 1 bottled coke)</p> <p>15 pax - Dinner (1 chicken inasal, 1 sinigang na bangus, 1 sayote tops, and watermelon)</p> <p>Activity Proper: April 25, 2024</p> <p>15 pax - Breakfast (1 bacon/pork tapa, 1 luncheon meat, 1 kamote tops, and 1 beverage and melon)</p> <p>15 pax - AM snack (pansit, 1 buko juice)</p> <p>15 pax - Lunch (1 pork giniling, 1 sinigang na hipon, 1 fried talong, 1 cucumber juice and honeydew)</p> <p>15 pax - PM Snack (ghilafaring bilo-bilo, 1 bottled water)</p> <p>15 pax - Dinner (1 buttered garlic chicken, 1 adobong pusit, 1 chopseuy, 1 bottled water and pineapple)</p> <p>Activity Proper: April 26, 2024</p> <p>15 pax - Breakfast (1 hotdog, 1 tocino/inapa, 1 torlang patatas, and with soup, and 1 melon juice and banana)</p> <p>15 pax - AM snack (ham and egg sandwich, 1 bottled juice)</p> <p>15 pax - Lunch (1 porciashop, 1 seafood/fish, 1 veg, 1 beverage and dessert)</p> <p>15 pax - PM Snack (macaroni salad, 1 bottled water)</p>	1	132,500.00	132,500.00
			XXXXXXXXXX			

TOTAL | **132,500.00**

(Total Amount in Words) **One hundred thirty two thousand five hundred pesos only.**

In case of failure to make the full delivery within 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:

DEA JULADAM

Signature over Printed Name of Supplier

[Signature]
FELICE SALAING COMILA
President

APR 24, 2024
Date

Fund Cluster: _____

Funds Available: _____

[Signature]
IMELDA B. GALINATO
Accountant IV

ORS/BURS No.: NON-04-166

Date of the ORS/BURS: APR 19 2024

Amount: 132,500.00