



PURCHASE ORDER

Supplier:	SANTIAGO COVE HOTEL AND RESTAURANT			P.O. No.:	226-10-644-393		
Address:	Sabangan, Santiago, Ilocos Sur			Date:	October 8, 2026		
Pin:				Mode of Procurement:	SVP		
Pin/Room:				PR No.:	2026-09-GAA-810		
Please furnish this Office the following articles subject to the terms and conditions contained herein:							
Place of Delivery:				Delivery Term:	FOB Destination		
Date of Delivery:	within 15 calendar days upon acceptance of PO 09. 15-16, 2026			Payment Term:	within 30 days after complete delivery		
Item no.	Stock/Property No.	Unit	PARTICULAR	Quantity	Unit Cost	Amount	END USER
			LEASE OF VENUE, MEALS, AND ACCOMMODATION SERVICES October 15-16, 2026 67 Pax 2 Days and 1 Night LOCATION AND ACCESSIBILITY Venue within Ilocos Sur, 67 Pax Accessible to BSU Coaster and Passenger Van. Parking space for at least 1 BSU Coaster and 6 passenger vans. ACCOMMODATION Accommodation for at least 67 participants for 1 night. Air-conditioned rooms with 4-8 persons per room. Each room with 4-6 beds and private toilet and bathroom. Clean, safe, and suitable for official government activity. Basic room amenities and housekeeping services included. MEALS AND SNACKS Day 1: Breakfast, morning Snacks, Lunch, afternoon snack, and dinner. Day 2: Breakfast, morning snack, lunch, and afternoon snack. Meals to include appropriate viands, rice, dessert, and beverage. Snacks to include food and beverage. Meals shall be served in buffet set up and a clean and suitable dining area. FUNCTION HALL / CONFERENCE FACILITY Air-conditioned function hall suitable for at least 67 participants. Use of hall for 6-8 hours per activity day Tables and chairs for at least 67 participants. Basic sound system. At least two (2) wireless microphones Projectors/CDS with screens Basic venue setup and arrangement. OTHER REQUIREMENTS Reliable electricity supply. Wi-Fi internet access. Sufficient electrical outlets for presentations and equipment. Venue shall be clean, safe, and suitable for official government activities.	1	248,800.00	248,800.00	OVPAF
TOTAL			XXXXXXXXXXXXXXXXXXXXXXXXXXXX			248,800.00	
Total Amount in Words: Two hundred forty-eight thousand, eight 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.							
Very truly yours,							
CONFIDENTIAL			KENNETH ALIP LARUAN University President				
Signature over-Printed Name of Supplier OCTOBER 09, 2026			Date				
Funds Available:			ORS/BURS No.: 2026-09-2441				
Accountable IV			Date of the ORS/BURS: OCT 08 2025				
			248,800				

10:10 am 10/9/21