



Republic of the Philippines  
**PURCHASE ORDER**  
 Province of La Union



PGSO-016-1

**Supplier:** EM ROYALLE HOTEL  
**Address:** San Juan, La Union

for OPG use only:  
**PO No.** 2024-10-28-004  
**Date:** 10-28-2024  
**MOP:** NP:SVP  
**PR No/s.** 030-V

Gentlemen:  
 Please furnish this office the following articles subject to the terms and conditions contained herein:  
**Place of Delivery:** Provincial Social Welfare and Development Office **Delivery Term:** FOB  
**Date of Delivery:** before the scheduled event dates **Payment Term:** n/30

Item No.	Unit	Quantity	Description	Unit Cost	Amount
1	lot	1	<b>Lease of Venue with Provision of Food and Room Accommodation</b>	5,495.00 per head	₱ 549,500.00
			Specifications:		
			- 2 days event		
			- with Meals and Snacks good for 100 pax		
			- with available rumbled rooms good for 100 pax for 2 days		
			- with Audio and Visual Equipment Set-Up		
			- with Free use of Hotel Amenities		
			Buffet style for Breakfast, Lunch and Dinner:		
			- 3 viands		
			- soup and dessert		
			- free-flowing of coffee, juice, water		
			Event Dates: October 29-31, 2024		
			Day 1 - Lunch, PM Snack, Dinner, Room Accommodation		
			Day 2 - Breakfast, AM Snack, Lunch, PM Snack, Dinner, Room Accommodation		
			Day 3 - Breakfast, AM Snack		
			--- nothing follows ---		

Amount in Words: **Five Hundred Forty Nine Thousand Five Hundred Pesos Only** **TOTAL** **\*\*P549,500.00\*\***

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent of every day of delay shall be imposed.

Very truly yours,

**RAPHAELLE VERONICA ORTEGA-DAVID**  
 Provincial Governor

Conforme:  
  
**DIANE NICOLE MANIBREL**  
 Signature over printed name  
 Supplier/Contractor  
10/29/24  
 Date

Requisition Office/Department  
  
**RANILO P. IAC, RSW, MPM**  
 Provincial Social Welfare and Development Officer

PO 24-12-25