

**PURCHASE ORDER**  
**ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY**  
 Burgos St., LaPaz, Iloilo City

**DOC # 76441**

Supplier : **PARADISE GARDEN RESORT HOTEL AND CONVENTION CENTER** P.O. No. : 2024-12-305  
 Address : Boracay Island, Malay, Aklan Date : December 12, 2024  
 TIN : 006-864-314-001 Mode of Procurement : **LEASE OF VENUE**

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

Place of Delivery : Burgos Street, La Paz, Iloilo City Delivery Term : December 14-16, 2024  
 Date of Delivery : \_\_\_\_\_ Payment Term : **CHARGE**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<b>LEASE OF VENUE AND CATERING SERVICES</b>  Lease of Venue, accommodation and catering services for 50 pax on December 14-16 with the following inclusions:  a. Accommodations @950.00/night x 2 nights = 1,900.00 x 50 pax = 95,000.00  b. Meals Breakfast @475.00 x 50 pax = 23,750.00 x 2 days= 47,500.00 Lunch Buffet @475.00 x 50 pax = 23,750.00 x 2 days = 47,500.00 Inclusion: Soup   Appetizer   Main course   Salad   Dessert   Steamed rice   bread and butter   drinks  Dinner Buffet @475.00 x 50 pax = 23,750.00 x 2 days = 47,500.00 Inclusion: Appetizer   Main course   Salad   Dessert   Steamed rice  bread and butter   drinks  c. Venue Rental @ 20,000.00 d. Free flowing coffee and water e. Extra table for registration area USE OF FUNCTION ROOM (09:00-05:00PM) *Basic PA System *LCD Projector w/ wide screen *Wireless Microphones (s) *Free Wi-Fi *Free flowing coffee  <p align="center">*****Nothing Follows*****</p> For the official use during the COE End Year Evaluation, Monitoring and Capability Building on December 14-16, 2024 at Boracay Island, Malay Aklan  Requested by: Joel A. Cinaco	1	257,500.00	257,500.00
				<b>Total</b>	<b>257,500.00</b>

**(Total Amount in Words): TWO HUNDRED FIFTY SEVEN THOUSAND FIVE HUNDRED 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:   
**PARADISE GARDEN RESORT HOTEL AND CONVENTION CENTER**  
 Name of Supplier  
DEC 13 2024  
 Date

Very truly yours,  
  
**GABRIEL M. SALISTRE JR., PEE, DIT**  
 University President  
DEC 13 2024  
 Date

Fund Cluster : F 164  
 Funds Available : \_\_\_\_\_  
  
**JESSICA M. GENZOLA**  
 Accountant IV

ORS/BURS No. : 2024-12-2162  
 Date of the ORS/BURS: \_\_\_\_\_  
 Amount : **257,500.00**