
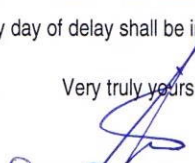
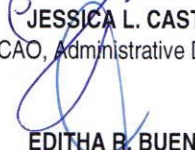
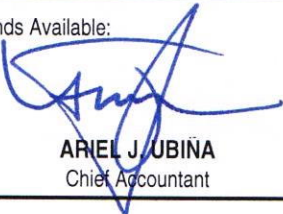


Republic of the Philippines OFFICE OF THE SOLICITOR GENERAL 134 Amorsolo St., Legaspi Village Makati City  <b>PURCHASE ORDER</b>					
Supplier: <b>VERA LAND REALTY CORPORATION (VERA FARM RESORT AND EVENTS PLACE)</b>			P.O. # <b>025-06-085</b> Date: <b>June 3, 2025</b>		
Address: Kaytitinga II, Alfonso, Cavite TIN: 605-387-863-00000					
Account No.: 007528014955		Bank: BDO (Tagaytay-Mendez Junction Branch)	Mode of Procurement:		
Telephone: (046) 2384815; (0991) 8915588		Email: <a href="mailto:verafarmresort@gmail.com">verafarmresort@gmail.com</a>	Lease of Venue		
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery: <b>Vera Farm Resort and Events Place</b> Date of Delivery: <b>June 17-18, 2025</b>			Delivery Term: June 17-18, 2025 Payment Term: within 30 days upon receipt of the the Invoice and Certificate of Completion and Acceptance. <b>(Bank to Bank)</b>		
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	Lot	<b>Lease of Venue (with Team Building Facilitator and Catering Services) for the 2025 LIP Team Building Activity Inclusive of Taxes, Set-up, Operators/Marshals, and Other Charges</b>  <i>Event Date: June 17-18, 2025</i> <i>No. of Participants: 70 pax</i>  <b>General Specifications:</b> <b>A. Venue</b> <b>Accessibility/Location:</b> The venue must be accessible via land travel from the Office of the Solicitor General to ensure efficient transport for employees. <b>Room and Space Requirements:</b> The venue must accommodate at least 70 persons for a 2-day, 1-night stay. <b>Light and Ventilation:</b> The venue must have sufficient lighting and proper ventilation. Rooms must be fully air-conditioned. <b>Facilities:</b> <ul style="list-style-type: none"><li>• A wide space suitable for all activities</li><li>• Swimming pool(s)</li><li>• A function hall for meetings and social night activities</li><li>• A designated dining area</li><li>• Internet connectivity (preferred)</li><li>• Facilities for persons with disabilities</li><li>• Emergency facilities and first aid availability</li><li>• A dedicated space for team building activities for 60 pax (Legal Interns)</li></ul> <b>Health and Security:</b> <ul style="list-style-type: none"><li>• Clearly marked fire escapes and firefighting equipment</li><li>• First aid kit or infirmary</li><li>• 24/7 front desk staff and security personnel</li><li>• Proper sanitation, with daily disinfection of common areas preferred</li></ul> <b>Parking Space:</b> <ul style="list-style-type: none"><li>• Sufficient parking space for OSG buses transporting employees and interns</li></ul> <b>Emergency Response:</b> <ul style="list-style-type: none"><li>• The venue must be located near a police station and/or fire station, or at least be equipped for emergency cases.</li></ul> <b>Other Requirements:</b> <ul style="list-style-type: none"><li>• The venue must be structurally sound, well-maintained, and visually appealing</li></ul> <b>Other Amenities to be Included:</b> <ol style="list-style-type: none"><li>1. Function hall/meeting rooms, pavilions, and other amenities for 2-day use</li><li>2. Basic sound system with microphone (for Day 1 only)</li><li>3. Projector and screen (for Day 1 only)</li><li>4. Tables and chairs set-up</li><li>5. Water dispensers</li><li>6. Wi-Fi/Internet connectivity</li></ol> <b>B. Team Building Facilities with Facilitator/Organizer</b> <ul style="list-style-type: none"><li>• Facilitation of all activities including seminar-workshop sessions</li><li>• Team building coordinators, assistant facilitators, and marshals</li><li>• All necessary team building materials</li></ul>	1	Php 259,000.00	Php 259,000.00

	<p><b>C. Food Requirements and Catering Services</b></p> <p>1. Table and chairs set-up for 70 pax</p> <p>2. Unlimited water via water dispensers</p> <p>3. Free-flowing coffee</p> <p>4. Managed buffet set-up with server(s)</p> <p>5. Meals to be served:</p> <p>    <b>Day 1:</b> AM Snack, Lunch, PM Snack, Dinner</p> <p>    <b>Day 2:</b> Breakfast, Lunch</p> <p>        • Lunch and Dinner must include:</p> <p>            Minimum of 2 meat dishes, 1 vegetable dish, 1 rice, drinks, and dessert</p> <p>        • Snacks must include a pasta or noodle dish with bread or another Pinoy merienda item, with drinks</p> <p>6. Food must be served fresh and hot</p> <p>7. At least one selected dish per meal must contain <b>no pork ingredients</b>, to accommodate Muslim participants</p> <p>Note:</p> <p>Supplier must allow an ocular visit to inspect the venue</p> <p>Supplier must provide photos or brochures of facilities for technical evaluation</p> <p>Supplier must offer flexibility for rescheduling of modification due to national or agency announcements</p> <p>The following documents shall be deemed part of and construed as part of this</p> <p>I. Quotation</p> <p>II. RFQ</p> <p>III. Other documents as may be required by law</p>			
Total Amount in Words:		TWO HUNDRED FIFTY NINE THOUSAND PESOS ONLY		Php 259,000.00
<p>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.</p> <p>Very truly yours,</p> <div><p>Conforme:  <u>PERLITA O. ALCEDO</u> (Signature over printed name) <u>JUN 05 2025</u> (Date)</p></div> <div><p> <b>JESSICA L. CASTRO</b> CAO, Administrative Division</p><p> <b>EDITHA R. BUENDIA</b> Director IV, HRMAS</p></div>				
<p>Funds Available: </p> <p><b>ARIEL J. UBINA</b> Chief Accountant</p>		<p>ALOBS: <u>02-10101-2025-06-300</u></p> <p>Amount: <u>₱ 259,000.00</u></p>		<p>This is to certify that this procurement was posted at Philgeps in compliance with RA 9184.</p> <p><b>MARIJOIE V. CASTILLO</b> Admin Officer IV, Administrative Division</p>