

**WORK ORDER**

BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING (BAFE)

Supplier : MO2 WESTOWN HOTEL		W.O. No. 25-23		
Address : Benigno Aquino Ave, Mandurriao, Iloilo City		Date : May 15, 2023		
Email : westowniloilo.mo2@gmail.com		Mode of Procurement : Negotiated (Lease of Real Property and Venue)		
IR No. 23-147		End-User : BAFE-EPDSD		
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:				
Place of Delivery : Region VI		Delivery Term : FOB Destination		
Date of Delivery : On the day of event		Payment Term : 30 WD		
Unit	Description	Quantity	Unit Cost	Amount (Php)
	Lease of Venue including Meals and Accommodation for the conduct of Workshop on the Design, Installation, Operation, and Maintenance of Wind Pump Irrigation System (WPIS) on May 22-26, 2023 in Region VI			
day	Function Room	0	0.00	0.00
	Meals (35 pax, 4-5 meals)			
pax*meal	AM Snacks	175	150.00	26,250.00
pax*meal	Lunch	175	400.00	70,000.00
pax*meal	PM Snacks	175	150.00	26,250.00
pax*meal	Dinner	140	400.00	56,000.00
	Room Requirements (4 night)			
room*night	Twin Sharing Room (1 room)	4	2,500.00	10,000.00
room*night	Triple Sharing Room (11 rooms)	44	2,700.00	118,800.00
Grand Total				307,300.00
(Total Amount in Words)		Three Hundred Seven Thousand Three Hundred Pesos 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.				
Confirms: RONELY MAY P. ANDRADA Senior Sales Executive		Very truly yours, ENGR. ARIODEAN C. RICO Director IV, BAFE		
5/17/23 Date				
Fund Cluster: Funds Available: MR. KENNETH S. LAGUTAN Accountant III		ORS/BURS No. : Date of the ORS/BURS: Amount :		

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APPROVED: _____ DATE: 5/15/23