

Name of Procuring Entity  
Project Reference Number

Name of Project  
Location of the Project

F-PROC/CH/2023-2021-561  
7/27/23

Standard Form Number:  
Revised on May 24, 2004  
Standard Form Title: Purchase Request

memo

78 7/27

### PURCHASE REQUEST

PROVINCE OF BOHOL  
Agency / Procuring Entity

Department:	PDRRMO	PR No.	Date: March 20, 2023
Section:		SAI No.	Date:

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	room	Room accommodation inclusive of breakfast for 50 pax for 3 nights x 2 batches (twin sharing)	150	2,600.00	390,000.00
2	pax	Meals and snacks ( AM snacks, lunch, PM snacks, dinner) for 50 pax for 3 days x 2 batches	300	1,400.00	420,000.00
3	pax	Meals (AM snacks, lunch, PM snacks) for 50 pax for the 4th day x 2 batches	100	900.00	90,000.00
	room	Room accommodation inclusive of breakfast for 5 pax for Day 0 x 2 batches (twin sharing)	6	2,600.00	15,600.00
	pax	Meals (dinner) for 5 pax for the Day 0 x 2 batches	10	500.00	5,000.00
<b>CATEGORY B</b>  Note: * must have function room that can accom 60 -80pax, with sound system, LCD projector, standby genset, reliable wifi connection and flowing coffee  * can provide a second conference room for the breakout and workshops  Place of delivery: venue outside Tagb in Panglao area Time of delivery: May 23-26, 2023 Mode of procurement: Bidding June 13-16, 2023					
<b>Total</b>					<b>920,600.00</b>

PROVINCIAL BUDGET OFFICE  
PROVINCE OF BOHOL  
CONTROL NO. 623  
EXPENSE CODE 900-10-19-02-502020  
FUND SOURCE 2022-019  
PETER ROSSMIRE  
VALID UNTIL 11/30/23  
AMOUNT 920,600.00  
DATE 7/27/23

Purpose: Provision of room accommodation and meals and snacks for the participants, resource persons, secretariat and guests to the Contingency Planning for key members of PDRRMC on June 13-16, 2023 and May 23-26, 2023 (2 batches)

Signature		Cash Availability:	Approved by:
Printed Name:	DR. ANTHONY R. DAMALERIO	EUSTAQUIO A. SOCORIN	ASTERIA C. CABERTE
Designation	2022-147 PDRRMO	Provincial Treasurer	Provincial Administrator

PROVINCIAL BUDGET OFFICE  
MOUNT: 920,600.00  
CHECKS TRAPP