



## PURCHASE ORDER

Department of Social Welfare and Development  
Field Office VII, Cebu City

<b>Supplier:</b> AR. JOHN CHRISTOPHER F. OLINO <b>Address:</b> Purok 1, Brgy. San Jose., Cebu City <b>Contact No.:</b> 0908-8113604 <b>Contact Person:</b> John Christopher F. Olino	<b>PO No.</b> DSWD7-AMP-2024-426 <b>Date:</b> June 3, 2024 <b>Mode of Procurement:</b> NP-Highly Technical Consultant <b>TIN:</b> 418-272-826
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Gentlemen:

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

<b>Place of Delivery:</b>	DSWD Field Office VII	<b>Delivery Term:</b>	45 calendar days upon receipt of PO/Contract
<b>Date of Delivery:</b>	45 calendar days upon receipt of PO/Contract	<b>Payment Term:</b>	within 30 calendar days after receipt of billing.

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	Provision of Professional Services of an <b>ARCHITECT / INTERIOR DESIGNER</b>	1	530,000.00	530,000.00
		* Bachelor's Degree in Architecture / Interior Design, PRC License * Minimum of Two (2) years of professional experience in the relevant field of architectural / interior design * Experience in working architectural / interior design works, particularly in the field of construction technical project documentation development as well as construction supervision * Knowledge on procurement, tendering and contracting processes and requirements * Experience in Technical design, methodological and calculation skills * <i>Proficient on drawing software and microsoft office applications</i>			
		<b>Scope of Works:</b> 1. Schematic Design Phase (40% of the Contract) 1.1. Presentation of preliminary drawing of the following: a. Space planning and area specifications b. Floor plans c. Elevations and sections 1.2. Presentation of initial perspective / rendering for approval 2. Design Development and Construction Document Phase (60% of the Contract) 2.1. Complete, sealed and signed Technical Plans/Designs on a 20 x 30 inches blue or white print (7 copies per set) 2.2. A3 size printouts (2 copies per set) 2.3. Detailed Estimates and Bill of Quantities 2.4. Technical Specifications 2.5. Any request for revision or amendments of the Technical Plans and other pertinent documents. Other scopes necessary during the construction phase; periodic site/construction supervision and coordination with owner (DSWD FO7), contractor, suppliers and other stakeholders for this project that are deemed necessary.			
		<b>Other Provisions:</b> 1. The Service Provider agrees and binds itself to fully and faithfully provide for its account all needed technical assistance and supervision necessary or required to finish and complete the works.			

2. The Service Provider shall provide and di everything necessary to conform to its obligations under this contract to the true intent and meaning of the other agreement taken together, whether the same or may not be shown or described particularly in the supporting documents as part of the contract.

3. The Service Provider shall make necessary corrections or amendments of the technical plans and its pertinent documents to conform with the existing laws, rules and regulations of the government without any additional costs.

**Purpose:** To provide professional services in the preparation of documentary requirements necessary for re-designing of the Field Office including its contract implementation and monitoring.

**End User:** AD-GSS

**(Ref: PR No.: DSWD7-24-0509)**

<b>(Total Amount in Words)</b>	<b>Five Hundred Thirty Thousand Pesos</b>	<b>Gross Amount</b>	<b>530,000.00</b>
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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.

Very truly yours,

**SHALAINÉ MARIE S. LUCERO, CESO IV**  
Regional Director *trckf*

Conforme:

JOHN CHRISTOPHER OLING

Signature over Printed Name of Supplier

JUN 03 2024

Date

Funds Available:

**PAOLO GILBERTO B. CAPUL, CPA**

Regional Accountant