ZAMBOANGA CITY WATER DISTRICT
Zamboanga City

PURCHASE ORDER (PO)

:	MARCIAN GARDEN HOTEL	P.O. No. :	14980
:	Gov. Camins Ave., Z.C.	Date :	October 14, 2024
...ess :		Mode of Procurement :	Lease of Venue (Sec. 53.10)
...hone No. :	991-2519 to 21		
...N :			

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

Place of Delivery :
Date of Delivery :
Delivery Term :
Payment Term :

STOCK NO.	ITEM #	DESCRIPTION	QTY.	UOM	UNIT COST	AMOUNT
TD2999903 pm	1	LEASE OF VENUE Menu (to be coordinated w/ the end-user) Main Course - Chicken - Fish - Noodles / Pasta (No pork and shrimps) - Vegetables (No pork and shrimps) - Steamed Plain Rice - Dessert - One (1) Round of softdrinks Requirements: - Servers/waiters during the event - Provides one (1) lechon tray for the VIP Buffet Table - free of charge - Provides four (4) chafing dishes for chopped lechon - free of charge - Provides lechon chopper - Colored table toppers / tablecloth - State of the art sound system - Provides tables & chairs for the secretariat - Provides red carpet along the aisle - Complimentary Venue for four (4) hours - Stage Cloth Backdrop - Venue must be available at 8:00am on December 13, 2024 for the physical setup. - Three (3) complimentary rooms - Allow ZCWD to utilize the venue for the Thanksgiving Mass at 5:00pm - Free corkages on extra viands, lechon (pork/baca), photobooth, servers / waiters. - Location of the venue must be within city proper and very accessible to ZCWD employees and guests. - Free and spacious parking area for employees and guests. xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx nothing follows xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx (Details Attached) Delivery Period: December 13, 2024 @ 5:00PM Purpose: For the ZCWD Annual Christmas Party to be held on December 13, 2024. Note: Delivery of Items/Units must be accompanied with Original Copy of P.O., Charge Invoice or Credit Invoice for reference. Note: Warranty Period: 3 months for Expendable supplies after acceptance by the procuring entity. Payment Terms: No COD Price Validity: 120 C.D.	811	Pax	Php 455.00	369,005.00
						Php 369,005.00

Total Amount in Words: THREE HUNDRED SIXTY-NINE THOUSAND FIVE PESOS

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1%) percent for every day of delay shall be imposed.

Very truly yours,

REYNALDO R. CABILIN, MPA
General Manager

Cindy Marie Verar
Director - Sales & Marketing
Marcian Hotels & Palacio Del Sur

Conforme :

Signature over Printed name of Supplier

18 OCT 2024
Date

Funds Available :

SHERWIN B. ABRIAM
OIC - AFMD

ALOBS No. :
Amount :
P.R. No. : 24-0205
Date of PR : August 15, 2024

This form should be prepared in 5 copies. Copy 1 - Original to be attached to Voucher for payment; Copy 2 - Accounting Section; Copy 3 - BAC; Copy 4 - End Users; Copy 5 - File.

CamScanner