Zamboanga City

PURCHASE ORDER (PO)

:	MARCIAN GARDEN HOTEL	P.O. No.	14998
:	Gov. Camins Ave., Z.C.	Date	November 13, 2024
:		Mode of Procurement	Negotiated Procurement (Small Value)
:	991-2519 to 21		

...on/Ladies :

...e furnish this Office the following articles subject to the terms and conditions contained herein.

...ce of Delivery :

Date of Delivery :

Delivery Term :

Payment Term :

STOCK NO.	ITEM #	DESCRIPTION	QTY.	UOM	UNIT COST	AMOUNT
50202010 8	1	LEASE OF VENUE Location: Within City Proper of Zamboanga City (with free and secure parking space within the venue) Functionality of the Function Room: a. Classroom/Lecture setup for a capacity of 40 participants b. Rooms must not contain pillars c. Amenities include: i. Secretariat's table ii. At least six (6) microphone units iii. Projector Screen and table for LCD Projector iv. Podium v. Extension Wires vi. Rest rooms vii. Free and Steady Wi-Fi Connection for Secretariat and Participants viii. Waived electricity charges for use of laptops and projectors for speakers Other Requirements: a. Provision of Janitorial and Maintenance Service b. Adequate security service (24/7) Catering Services: a. Location must be inside the Function Room. b. Meals for 40 participants per training day c. AM and PM snacks - to be determined by the end-user d. Buffet Lunch - Scooping (free of charge - server's corkage) 1. Main Course a. Beef b. Chicken c. Noodles 2. Steamed Plain Rice 3. Dessert 4. Drinks (at least one round of soft drinks for every lunch) 5. Provision of freely-flowing coffee and water Serving Time: a. AM Snacks - 10:00AM b. Lunch - 12:00nn c. PM Snacks - 3:00PM Note: Venue @ IBIZA BALLROOM xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx nothing follows xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx (Details Attached) Delivery Period: November 19-22, 2024. Purpose: For the participants of the Capability-Building on ISO 9001:2015 Quality Management System Requirements and Documentation on November 19-22, 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. Price Validity: 120 CD Payment Terms: No COD	160		P600/Pax/Day	Php 96,000.00
Total Amount in Words		NINETY SIX THOUSAND PESOS				Php 96,000.00

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

Conforme :

For:

Signature over Printed name of Supplier

11/18/24

Date

Funds Available :

FRITZ P. MANAR
OIC - AFMD

ALOBS No.	
Amount	
P.R. No.	24-0263
Date of PR	October 21, 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