

PURCHASE ORDER
PHILIPPINE INFORMATION AGENCY

Supplier : VERJANDEL HOTEL INC. Address : #70 Kalayaan Ave., Quezon City	P.O. No. : 24-07-018 Date : 12 July 2024 Mode of Procurement : Small Value
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Gentlemen:
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 :
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<p>Room Accommodation</p> <p align="center"><i>Day 0 (16 July 2024)</i></p> <p>8 Twin sharing for 16 pax (2 single beds per room)</p> <p>2 single bed for 2 pax</p> <p align="center"><i>Day 1-2 (17-18 July 2024)</i></p> <p>8 Twin sharing for 16 pax (2 single beds per room)</p> <p>X 2 nights</p> <p align="center">Inclusions:</p> <p>With complimentary breakfast, bottled water</p> <p>Meals</p> <p align="center"><i>Day 0 (16 Jul 2024)</i></p> <p>Lunch and Dinner (18 pax)</p> <p align="center"><i>Day 1-2 (17-18 July 2024)</i></p> <p>Dinner (16 pax) x 2 days</p> <p>Deliverables from the Supplier:</p> <p>A. Location</p> <ul style="list-style-type: none"> • Within Manila/Quezon City. • Free parking space reserved within the hotel or near the venue. • With access to main roads and national highways <p>B. Neighborhood data</p> <ul style="list-style-type: none"> • Proper waste management systems such as regular garbage collection and with a Sanitary Permit from appropriate authority • Proximity to Police and Fire Stations • Proximity to Banks, Postal and Telecommunications service provider 			
		continued on page 2			
		<p>Purpose:</p> <p align="center"><i>For the attendees of CESB Training on 16-18 July 2024</i></p>			
			REQUISITIONING OFFICER/DEPT: REDACTED ELEANOR LHM-MARTIN <i>Chief, HRDD</i>		
			TOTAL Php		

(Total Amount in Words) **see next page**

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.

Conforme: REDACTED _____ Signature over Printed Name of Supplier July 15, 2024 _____ Date	Very truly yours, _____ WILSON T. BUERANO JR. Signature over Printed Name of Authorized Official Deputy Director-General for Finance Designation
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Fund Cluster : 101 Funds Available : One Hundred Three Thousand Two Hundred REDACTED _____ ADELE RACHEL M. AQUINO Agency, Chief Accountant	ORS/BURS No. : 02-10101-2024-07-1036 Date of the ORS/BURS: July 15, 2024 Amount : ₱103,200-
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PURCHASE ORDER
PHILIPPINE INFORMATION AGENCY

Supplier : VERJANDEL HOTEL INC. Address : #70 Kalayaan Ave., Quezon City	P.O. No. : 24-07-018 page 2 of 2 Date : 12 July 2024 Mode of Procurement : Small Value
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Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery :	Delivery Term :
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<p align="center"><i>**continuation from page 1**</i></p> <p>C. Accommodation</p> <ul style="list-style-type: none"> • Have basic facilities in the rooms such as single or double bed, tea/coffee facilities, A/C, TV, and telephone. • Free Internet connection. • With complimentary breakfast. <p>D. Facilities</p> <ul style="list-style-type: none"> • Continuous water supply and accessible comfort rooms • Compliance with the standards provided in the National Building Code of the Philippines • At least one (1) operational elevator available 24/7, if applicable • Accessible emergency exit and alarm, standby fire extinguisher and automatic sprinkler • Available telephone and/or internet connection within the premises of the building <p>E. Other Requirements</p> <ul style="list-style-type: none"> • Provision of technical, janitorial and maintenance services • Adequate security service (24/7) <p>Contract Period: The contract shall be for 16-18 July 2024. Check-in: 16 July 2024 -12:00 NN Check out: 19 July 2024 -12:00 NN</p> <p>Terms of Payment:</p> <ol style="list-style-type: none"> 1. Payment shall be based on actual usage made by PIA. 2. Payment shall be processed after submission of the statement of account subject to applicable taxes. 3. Send bill payments. <p align="center"><i>- Nothing Follows -</i></p> <p><i>Purpose:</i> <i>For the attendees of CESB Training</i> <i>on 16-18 July 2024</i></p>			103,200.00
			REQUISITIONING OFFICE/DEPT:		
			<div style="background-color: black; color: red; padding: 5px; display: inline-block;">REDACTED</div>		
			ELEANOR [Signature]		
			Chief, HRDD		
TOTAL Php					103,200.00

(Total Amount in Words) One Hundred Three Thousand Two Hundred 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.

Conforme:

<div style="background-color: black; color: red; padding: 5px; display: inline-block; margin-bottom: 5px;">REDACTED</div> _____ Signature over Printed Name of Supplier July 15, 2024 Date	Very truly yours <div style="background-color: black; color: red; padding: 5px; display: inline-block; margin-bottom: 5px;">REDACTED</div> _____ WILSON T. BUERANO JR. Signature over Printed Name of Authorized Official Deputy Director-General for Finance Designation
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Fund Cluster : 101 Funds Available : One Hundred Three Thousand Two Hundred Pesos <div style="background-color: black; color: red; padding: 5px; display: inline-block; margin-left: 20px;">REDACTED</div> _____ ADELE RACHEL M. AQUINO Agency, Chief Accountant	ORS/BURS No. : _____ Date of the ORS/BURS: 02-101101-2024-07/336 July 15, 2024 Amount : ₱ 103,200.-
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