



JOB ORDER

CIAP-F-PRO-002 || Rev. 1 || 07/03/2022

1
Supplier/Provider : **SARAP MAG BIYAHE TRAVEL AND TOURS**
Address: CC 339A 3F SM City North Edsa Ave., cor. EDSA Bagong Pag-Asa, Quezon City
Tel. / Fax No.: 9999981535
TIN: 302-290-022-000

2
P.O. No. : **2024-02-010**
Date : 26 February 2024
P.R. No. 24-02016
Date : 12 February 2024
Mode of Procurement: NP-Small Value Procurement (Sec. 53.9)

3
Sir / Ma'am:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Item No.	Stock No.	Qty.	Unit	Description	Cost	
					Unit	Total
1		1	Lot	Rental of Coaster Bus for 28 person for Agency Wide Planning Activity of CIAP in Tagaytay City on 29 Feb to 01 Mar 2024 ***Nothing Follows***	P 35,840.00	P 35,840.00

Amount in Words: **THIRTY FIVE THOUSAND EIGHT HUNDRED FORTY PESOS ONLY**

Total P 35,840.00
*Subject to applicable taxes
Total P 35,840.00

4
Place of Delivery: CIAP Makati Office
Date of Delivery: _____
Payment Term: Check Payment (Landbank); 30 calendar days after complete delivery
Delivery Term: Pick-Up Deliver within (blank) calendar days from receipt of PO by supplier

5
Penalty Provision:
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for every day of delay shall be imposed on the undelivered item/s.
Conforme:
Albert Vincent Salvador
Authorized Supplier Signature over Printed Name
February 28, 2024
Date

Very truly yours,
ATTY. MARCO C. MAAT
Executive Director, CIAP
Date

6
Fund Cluster: _____
Funds Available: _____
PERLITA M. RASING
Chief Accountant/Head of Accounting

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : _____