Construction Industry Authority of the Philippines

JOB ORDER

CIAP-F-PrM-02
Rev. No.: 00

CIAP

1		2	
Supplier/Provider :	**ST. GILES HOTEL (MANILA) INC.**	J.O. No. :	**2025-05-050**
Address:	Makati Ave., cor Kalayaan Ave, Makati City	Date :	26 May 2025
		P.R. No.	25-04059
Tel. / Fax No.:	8988-9558	Date :	4 Apr 2025
TIN:	240-029-776-000	Mode of Procurement:	NP-Lease of Real Property and Venue (Sec. 53.10)

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	Cost Total
1		1	Lot	Lease of Venue with Meals for the Series of Core/Foundational Training Courses for the following dates: 03 June 2025: Critical Thinking in the Workplace 05 June 2025: Problem Solving and Decision Making 10 June 2025: Speak with Confidence: Effective Business Communication 17 June 2025: Basic Spreadsheet for Business Reporting 19 June 2025: Visual Presentation Skills 24 June 2025: Data Management: A Comprehensive Guide to MS Excel & Google Sheet 26 June 2025: Business Writing 01 July 2025: Complete Staff Work 03 July 2025: Minutes of Meeting ***The conditions and provisions in the attached Terms of Reference shall form part of this Job Order***	₱ 304,200.00	₱ 304,200.00
				Nothing Follows		

Amount in Words:

THREE HUNDRED FOUR THOUSAND TWO HUNDRED PESOS ONLY

Total	₱ **304,200.00**
*Subject to applicable taxes	
Total	₱ **304,200.00**

4

Place of Delivery: Makati City Payment Term: ☐ Check/ADA Payment; 30 calendar days after complete delivery and acceptance

Date of Delivery: _____ Delivery Term: ☐ Pick-Up ☐ Deliver within -' from receipt of this JO.

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:

Authorized Supplier Signature over Printed Name

May 27, 2025
Date

Very truly yours,

ATTY. HERBERT DG. MATIENZO
Acting Executive Director, CIAP

26-May-25
Date

6

Fund Cluster: _____

Funds Available:

Chief Accountant/Head of Accounting Division/Unit

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