



PURCHASE ORDER
CLARK INTERNATIONAL AIRPORT CORPORATION

Corporate Office Building., Civil Aviation Complex
Clark Freeport Zone, Pampanga, Philippines 2023



Management System
ISO 9001:2015



www.tuv.com
ID 9105058005

Supplier: **S.M MARANAO, INC.**
Address: **ANGELES CITY**
TIN: _____

P.O. No **20844**
Date: **2-Dec-24**
Mode of Procurement: **Small Value Procurement**

Gentlemen:
Please furnish this office the following articles subject to the terms and condition contained herein:

Place of Delivery: **CLARK INTERNATIONAL AIRPORT CORP.**
Date of Delivery: _____
Pls. notify **RHIA/** thru tel. no. **599-2897 loc. 182**

Delivery Term: _____
Payment Term: _____
RIS No.: **HRD TG 24-10-005J**

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1		Meals with fee use of Venue for 2days for 40pax (AM Snacks, Lunch and PM Snacks) on Dec. 3-4, 2024 for the 2024 18-Day Campaign to End the Violence against Women and Children (VAWC) Gender Sensitivity in the Workplace Training. ABC: 112,000.00 (Vat Inclusive)	lot	1,350.00	108,000.00

(Total Amount in Words) **One Hundred Eight Thousand pesos only.** **108,000.00**

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

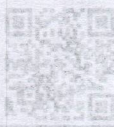
Conforme: *Aileen Pangilinan*
Signature over Printed Name of Supplier
02 Dec. 2024
Date

Very Truly yours,
Atty. CYNTHIA C. DUNGCA
Authorized Official *[Signature]*

108,000.00
CIAC - Treasury Div.
Funds Available
PD Control # 24-11-014E

Funds Available _____
Chief Accountant

ALOBS No.: _____
Amount: _____



Management System
ISO 9001:2015
www.ciac.com
ID 03982908



PURCHASE ORDER
CLARK INTERNATIONAL AIRPORT CORPORATION
Corporate Office Building, Civil Aviation Complex
Clark Freeport



PURCHASE ORDER (PO)

No. 0841

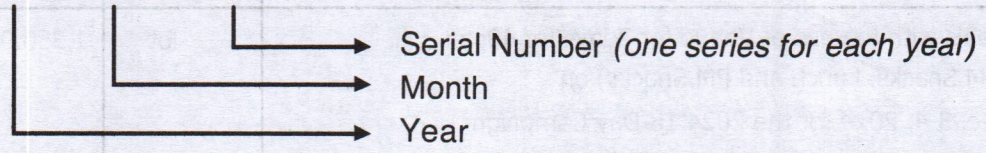
INSTRUCTIONS

Supplier:
Address:
TIN:

A. This form shall be accomplished as follows:

1. Agency - name of the agency
2. Supplier / Address / TIN - name and address and TIN of the supplier
3. P.O. No. - the number assigned to the PO which shall be as follows:

00 - 00 - 0000



4. Date - date of the preparation of the PO.
5. Mode of Procurement - mode of procurement such as public bidding, Procurement Service, negotiated purchase, etc.
6. Place/Date of Delivery - place of delivery and definite date/s of delivery, if not stated shall mean seven (7) days after the receipt of the PO by the supplier.
7. Delivery Term - delivery term i.e. FOB destination, FOB shipping point.
8. Payment Term - specified period required when the delivered goods shall be paid and discounts allowed such as 2/10/ n/30.
9. Stock No. - stock number of the goods to be purchased as provided by the Supply & Purchasing Department
10. Unit - unit of measurement of the supplies (i.e. box, bottle, etc.)
11. Description - brief description of the supplies/goods ordered.
12. Quantity - quantity of goods ordered
13. Unit Cost - cost per unit for the supplies/goods ordered.
14. Amount - total amount of the goods ordered.
15. Penalty Clause - penalty imposed by the agency in case of non-compliance with the term.
16. Conforme - signature over printed name of supplier or his representative signifying his approval to the term set by the agency.
17. Funds Available - shall be signed by the Chief Accountant
18. ALOBS No./Amount - the ALOBS number assigned by the Accounting Department and the amount of obligation supporting the purchase.

B. It shall be prepared in five (5) copies distributed as follows:

- | | | |
|--------------------|---|--|
| Original | - | to the supplier for conforme to the terms of the PO and attachment to the DV upon request for payment. (White) |
| Duplicate Copy | - | Supplier's Copy (White) |
| Triplicate Copy | - | COA Auditor (Blue) |
| Quadruplicate Copy | - | SPD for file (Green) |
| Quintuplicate Copy | - | Requisitioner (Yellow) |

ALOBS No.

Amount

Chief Accountant

Funds Available