



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: EIGHT INTEGRATED DEVELOPMENT CORPORATION P.O. No. 20942
Address: CLARK FREEPORT ZONE, PAMPANGA Date: 04 Feb. 2025
TIN: _____ Mode of Procurement: Case on Real Property & Venue

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

Place of Delivery: CLARK INTERNATIONAL AIRPORT CORP. Delivery Term: _____
Date of Delivery: RHIA / thru tel. no. 599-2897 loc. 182 Payment Term: _____
Pls. notify _____ / thru tel. no. _____ RIS No.: HRD 25.01.007G

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	Payment for Lease of Venue with full set-up catering good for 225 pax for the 30th CIAC Anniversary Celebration on February 06, 2025 with the following arrangements: *Venue to accommodate 225pax, with stage (16x24 ft), podium, wifi access, QR Code/user account, and directional signages to guide guests to the event location & restrooms. *Managed buffet dinner for 225pax including (1 Appetizer, 1 Vegetable Salad, 1 Soup 1 pork, 1 Chicken, 1 Fish, 1 Vegetable, 1 Side Dish, Rice, 1 Dessert and Drinks) *Red carpet outside the hall entrance for guest arrivals and stantions *Cocktail tables (provided for the Pre-Event) *360 degree video booth allocated area for set-up and operation *Registration table near entrance for guest check-in. *Award tables near the stage for plaques/awards *Basic tables centerpieces and table numbers *Event coordinator (Point person to oversee the event, provide ingress and egress updates, in-charge of crew meals distribution to Suppliers	lot	405,000.00	405,000.00

(Total Amount in Words) **Four Hundred Five Thousand 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.

Conforme: NOEMY CATANGAL
Signature over Printed Name of Supplier
FEBRUARY 4, 2025
Date

Very Truly yours,
Atty. CYNTHIA C. DUNGCA
Authorized Official
PD Control # 25-01-050F

Funds Available _____
Chief Accountant _____
Amount: _____

405,000.00
CIAC - Treasury Div.
Funds Available
FEB 3, 2025



Management System
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ID 0165602



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



PURCHASE ORDER (PO)

No. 20845

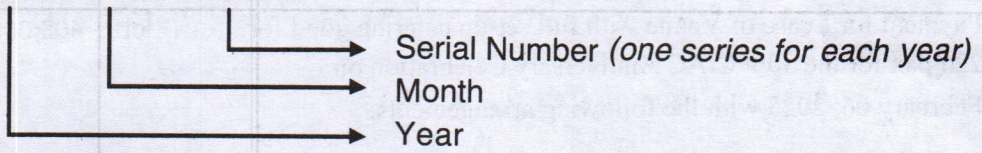
INSTRUCTIONS

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) |

Funds Available
[Signature]

Date

Funds Available

Chief Accountant