

PURCHASE ORDER

BATANGAS CITY GOVERNMENT
LGU

2023-933

Supplier: **QUATTRO-AMICI TRAVEL CONSULTANCY SERVICES**

P.O. No.: **2023-933**

Date: **November 03, 2023**

Mode of Procurement: *(Negotiated Procurement - Small Value Procurement)*

PR No./s **200-2023-09-013655**
9/15/2023

Address: **Sta. Clara Batangas City**

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

Place of Delivery: **ENRO, Batangas City**

Delivery Term: *As Scheduled*

Date of Delivery:

Payment Term:

Item No.	Unit	Quantity	Description	Unit Cost	Amount
1			Function Hall with basic writing pads and flowing coffee @ Php 70,000.00 every 4 hours x 3		P 210,000.00
			Meals and Snacks:		
			AM Snacks @ Php 150.00 x 350 pax x2		105,000.00
			Lunch @ P250.00 x 350 pax x2		175,000.00
			PM snacks @ Php 150.00 x 350 pax x 2		105,000.00
			Dinner @ Php 250.00 x 350pax x1		87,500.00
(Total Amount in Words) six hundred eighty two thousand five hundred pesos only					P 682,500.00

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: *Melaniel B. Alberti*
QUATTRO-AMICI TRAVEL CONSULTANCY SERVICES
(Signature over printed name)

Very truly yours,

HON. BEVERLEY ROSE A. DIMACUHA
City Mayor
(Authorized Official)

(Date)

case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sanggunian Resolution No.:

NOTICE OF AWARD

October 31, 2023

MELISSEL B. ALFORTE
Owner/Proprietor
QUATTRO-AMICI TRAVEL CONSULTANCY SERVICES
Sta. Clara, Batangas City

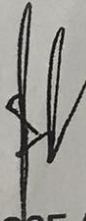
Dear Ms. Alforte:

This is with reference to the **Rental of Function Hall with Meals and Snacks for the conduct of Briefing Orientation for Batangas City Energy Efficiency and Conservation Program as requested by the City Environment and Natural Resources Office, Batangas City** through Negotiated Procurement under Section 53.9 – Small Value Procurement of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (RA 9184).

Relative thereto and as recommended by the Bids and Awards Committee, the subject procurement is awarded to your company in the contract price equivalent to **Six Hundred Eighty Two Thousand Five Hundred Pesos (Php682,500.00)**.

Your company shall enter into contract upon receipt hereof.

Very truly yours,



HON. BEVERLEY ROSE A. DIMACUHA
City Mayor
Head of Procuring Entity

Conforme:

Melissel B. Alforte
MELISSEL B. ALFORTE


Date : _____

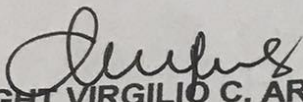
RESOLVED and APPROVED unanimously, at Batangas City, this 27th of October, 2023.

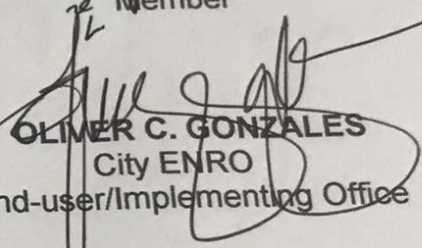
ATTY. TEODULFO A. DEGUITO
City Legal Officer
Chairman


GILDA L. GODDY, EnP
City Planning & Dev't. Coordinator
Vice Chairman

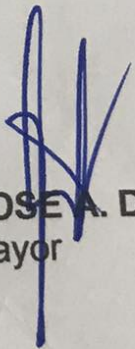
MANOLO M. PERLADA
City Budget Officer
Member


JOCELYN E. CANTRE
City General Services Officer
Member


ENGR. DWIGHT VIRGILIO C. ARELLANO
City Engineer
Member


OLIVER C. GONZALES
City ENRO
End-user/Implementing Office

Approved:


HON. BEVERLEY ROSE A. DIMACUHA
City Mayor

Republic of the Philippines
BATANGAS CITY GOVERNMENT
P. Burgos St., Batangas City
Tel. Nos.: 402-2600 TeleFax No: 722-2764
website:www.batangacity.gov.ph
Email Address:batangacitysec_pg@yahoo.com

NOTICE TO PROCEED

November 06, 2023

MELISSEL B. ALFORTE
Owner/Proprietor
QUATTRO-AMICI TRAVEL CONSULTANCY SERVICES
Sta. Clara, Batangas City

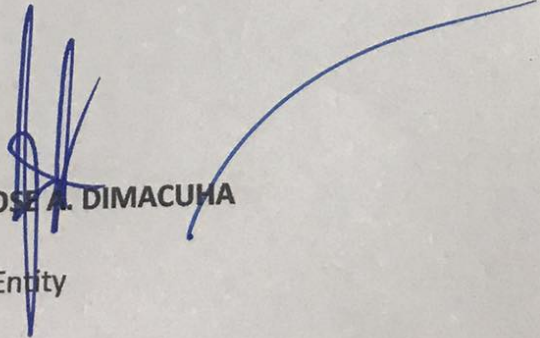
Dear Ms. Alforte:

The attached Contract Agreement having been approved, notice is hereby given to QUATTRO-AMICI TRAVEL CONSULTANCY SERVICES that may commence on the project **"Rental of Function Hall with Meals and Snacks for the Briefing Orientation for Batangas City Energy Efficiency and Conservation Program as requested by the City Environment and Natural Resources Office, Batangas City"** (Purchase Order No. 2023-933), within seven (7) days upon receipt of this Notice.

You are responsible for performing the services under the terms and conditions of the Contract in accordance with the Implementation Schedule.

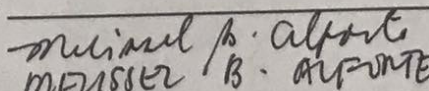
Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the **Batangas City Government**.

Very truly yours,


HON. BEVERLEY ROSE A. DIMACUHA
City Mayor
Head of Procuring Entity

I acknowledge receipt of this Notice on: _____

Signature over name of representative: _____


MELISSEL B. ALFORTE