

PURCHASE ORDER

**BATANGAS CITY GOVERNMENT
LGU**

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

P.O. No.: **2024-13**

Date: **January 26, 2024**

Address: **Sta. Clara, Batangas City**

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

PR No./s **200-2024-01-000008
01/11/2024**

Gentlemen:

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

DEP ED, DIVISION OF BATANGAS CITY

Place of Delivery: _____
Date of Delivery: _____

Delivery Term: *As Scheduled*
Payment Term: _____

Item No.	Unit	Quantity	Description	Unit Cost	Amount	
			ACCOMMODATION, TRANSPORTATION & OTHER INCIDENTAL EXPENSES	P	P	
1	pax	10	Air fare <i>* Manila-Tagbilaran-Manila</i>	11,942.00	119,420.00	
2	pax	10	Airport Transfer	900.00	9,000.00	
3	pax	10	full Board Room Accommodation	18,510.00	185,100.00	
					three hundred thirteen thousand five hundred twenty	
(Total Amount in Words)					pesos only	P 313,520.00

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: *Melvin P. Affarte*
QUATTRO-AMICI TRAVEL CONSULTANCY SERVICES

Very truly yours,

HON. BEVERLEY ROSE A. DIMACUH
[Signature]
City Mayor
(Authorized Official)

(Signature over printed name)

(Date)

In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)
Approved per Sanggunian Resolution No.:

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 OF AWARD

January 25, 2024

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


Dear Ms. Alforte:

This is with reference to the **Procurement of Accommodation, Transportation and Other Incidental Expenses for the conduct of 3rd National Research Convention as requested by DepEd, Division of 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 **Three Hundred Thirteen Thousand Five Hundred Twenty Pesos (Php313,520.00)**.

Your company shall enter into contract upon receipt hereof.

Very truly yours,



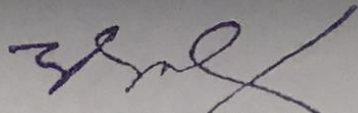
HON. BEVERLEY ROSE A. DIMACUHA
City Mayor
Head of Procuring Entity

Conforme:

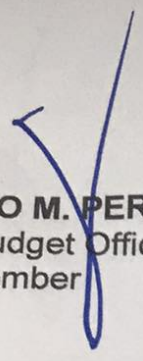
Melissel B. Alforte

Date : _____

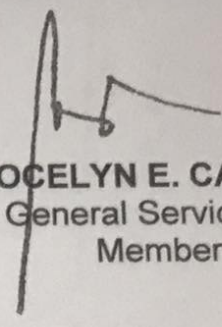
RESOLVED and APPROVED unanimously, at Batangas City, this 20th of January, 2024.



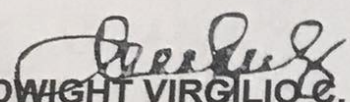
GILDA L. GODOY, EnP
City Planning & Dev't. Coordinator
Vice Chairperson



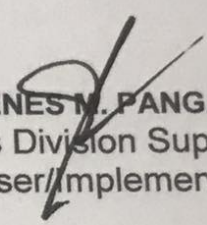
MANOLO M. PERLADA
City Budget Officer
Member



JOCELYN E. CANTRE
City General Services Officer
Member

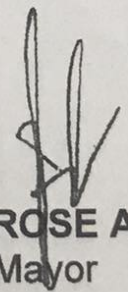


ENGR. DWIGHT VIRGILIO C. ARELLANO
City Engineer
Member



DR. HERMOGENES M. PANGANIBAN, CESO V
Schools Division Superintendent
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

January 29, 2024

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 **"Procurement of Accommodation (Full Board), Transportation and Other Incidental Expenses as requested by DepEd, Division of Batangas City"** (Purchase Order No. 2023-013), 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: _____