

PURCHASE ORDER

Department of Education - Schools Division of South Cotabato

Supplier: GENSAN GREENLEAF HOTEL AND DEVELOPMENT CORPORATION	P.O. No.: 24-253 Date: December 20, 2024
Address: San Miguel St., Lagao, General Santos City	PR No.: DSC-24-12-285
TIN No.: 404-804-129-000	Mode of Procurement: Lease of Real Property and Venue (above 50K)

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

Place of Delivery: General Santos City	Delivery Term: Three (3) Calendar day/s
Date of Delivery: January 8-10, 2025	Payment Term: 15 Calendar Days

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	Lease of venue with meals and accommodation for the conduct of Quarterly Regional Workshop on FAR 1 and FAR 1A Alignment and Reconciliation for FY 2024 on January 8-10, 2025 (LIVE-IN)	1		110,400.00
	pax	January 8, 2025 - (Live-In, AM Snacks, Lunch, PM Snacks, Dinner)	24	2,000.00	48,000.00
	pax	January 9, 2025 - (Live-In, Breakfast, AM Snacks, Lunch, PM Snacks, Dinner)	24	2,000.00	48,000.00
	pax	January 10, 2025 - (Live-Out, Breakfast, AM Snacks, Lunch, PM Snacks, Dinner)	24	600.00	14,400.00

x-x-x-x-x-x-x-x-x-x Nothing follows x-x-x-x-x-x-x-x-x-x

TOTAL: Php 110,400.00

(Total Amount in Words) One Hundred Ten Thousand Four Hundred Pesos

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 to undelivered items.

Very truly yours,

LEONARDO M. BALALA, CESO V
 Schools Division Superintendent
 Head of the Procuring Entity (HoPE)

Conforme:

Carlo P. Divedor
GENSAN GREENLEAF HOTEL AND DEVELOPMENT CORPORATION

Signature over Printed Name

12/27/2024

Date

Fund Cluster: _____ Funds Available: _____	ORS/BURS No.: 2024-12-0075 Date of the ORS/BURS: 24 DEC 2024 Amount: 110,400.00
<p style="text-align: center;"><i>Carlo P. Divedor</i> CARLO P. DIVEDOR, CPA Signature over Printed Name</p>	

Received this Email