

JOB ORDER

1 Supplier/Provider: THE NEW ALBERGUS INC.		2 J. O. Number: 2024-02-0030	
Address: 16 A Capitol Hills Road, Old Balara, Quezon City		Date: 06-Feb-24	
Tel./Fax No. : shanmagisa@albergus.com		P.R. No.: 2024-01-0040	
TIN : 000-277-283-000		Date: 29-Jan-24	
		Mode of Procurement: 53.10 Lease of Real Property or Venue	

3
Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein

Item No.	Stock No.	Qty	Unit	Item Description	Cost (PhP)	
					Unit	Total
1		1	Lot	Provision of Venue including food for the conduct of the Executive Offices' Joint Year-End Assessment Planning for FY 2024 on 07 February 2024 within Metro Manila	87,720.00	87,720.00
				<i>(Please see attache d Terms of Reference)</i>		

Amount in Words: **EIGHTY-SEVEN THOUSAND SEVEN HUNDRED TWENTY PESOS ONLY**

Total: **87,720.00**

***Subject to Applicable Taxes** -




GROSS: **87,720.00**


4
Place of Delivery: Please see attached Terms of Reference Delivery Term: - Pick-up Please see attached Terms of Reference

Date of Delivery/Completion: _____ Payment Term: - COD Please see attached Terms of Reference

Note: All materials replaced during the repair job shall be surrendered upon delivery of equipment to facilitate processing of payment. Unless otherwise indicated, the above terms and conditions are deemed accepted and form part thereof.

5
Penalty Provision:
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:  Very truly yours, 
SHANAINE MAGISA **KENNETH V. TANATE, PhD**
Supplier signature over printed name Executive Director and
Date: **February 6, 2024** Head of the Procuring Entity 
Date: **06-Feb-24**

6
Funds Available: 
REUBEN JONATHAN P. MONTENEGRO
Chief Accountant

7
Amount : **₱87,720.00** ALOBS No.: _____
Date : _____



NOTICE TO PROCEED

06 February 2024

Ms. SHANAINE MAGISA

Account Executive

The New Albergus, Inc.

16 A Capitol Hills Road, Old Balara,

Quezon City

Dear **Ms. Magisa:**

This refers to the Notice of Award to *The New Albergus, Inc.* for the **Provision of Venue including food for the conduct of the Executive Offices' Joint Year-End Assessment Planning for FY 2024 on 07 February 2024 within Metro Manila** in the total amount of **Eighty-Seven Thousand Seven Hundred Twenty Pesos (PhP87,720.00)** inclusive of all applicable taxes.

In relation thereto, notice is hereby given to *The New Albergus, Inc.* that the implementation of the said engagement shall commence immediately. You are expected to perform the terms and conditions stipulated in the attached Job Order.

Please acknowledge receipt of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

For further details, please contact the PBAC Secretariat through the following contact details: (a) email: procurement@phcc.gov.ph or procurementunit@phcc.gov.ph and (b) Tel. No. (+632) 8771-9722 local 203/204.

Thank you.

Very sincerely,



KENNETH V. TANATE, PhD

Executive Director and
Head of the Procuring Entity

Conforme:



SHANAINE MAGISA

Account Executive

Date: February 6, 2024