



PURCHASE ORDER
IBP Road, Constitution Hills, Quezon City

Supplier	SODEXO BENEFITS AND REWARDS SERVICES PHILIPPINES INC.	PO No.	2023-11-0144
Address	11th Flr. B.A. Lepanto Bldg. 8747 Oasei de Roxas Street, Makati City	Date	November 24, 2023
Tel. No.	09178492327	PhilGEPS No.	20080764208809547561
TIN	223-183-726-000	Mode of Procurement	NP - Small Value Procurement

Gentlemen:

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

Place of Delivery	Civil Service Commission, Constitution Hills, Quezon City - OFAM at Lower Ground Floor	Delivery Term	FOB Destination
Date of Delivery	Three (3) calendar days upon receipt of Purchase Order (PO)	Payment Term	within 15-30 days upon complete submission of supporting documents.

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
1	piece	Special Prize/Raffle Items for the 2023 Year-End Celebration at the CSC Gift Cheque (in 1,000 Denomination) * GC must be usable by major store retailers nationwide, with wide range of availability, from department store to supermarket and auxillary services. * GC must be usable by major store retailers nationwide, with wide range of availability, from department store to supermarket and auxillary services. * No GC must have a monetary value lower than what is provided in the unit cost per GC type. * GC must be usable within a minimum period of two consecutive years or more from the date of issuance, and date of issuance must be within December 2023. Non-expiring GCs will rate higher than those with expiry dates. * At least 50% of the Gift Certificates must be delivered on or before 7 December 2023. align="center">xxxx-Nothing Follows-xxx PR No. 2023-11-1703 (OFAM) BAC Resolution No.: 2023-259	P1,000.00	P1,000.00	P1,000,000.00
Total Amount in Words		<i>One Million Pesos</i>			P1,000,000.00

In case of failure to make full delivery within the time specified above, a penalty of one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay shall be imposed. Once the cumulative amount of liquidated damages reaches 10 percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other causes of action and remedies available under the circumstances.

The supplier/service provider is required to submit the billing statement within five (5) working days after the conduct of the activity.

Conforme: SEVILLANO, CHARMAINE FAITH I. Signature Over Printed Name of Supplier _____ Date _____	Very truly yours, ATTY. KARLO A. B. NOGRALES Signature over Printed Name of Authorized Official Chairperson _____ Designation
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Fund Cluster Funds Available <u>CPA Current P1,000,000.00</u> JHUN HOWARD S. RUZOL, CPA Signature Over Printed Name of Chief Accountant/ Head of Accounting Division/Unit	ORS/BURS No. <u>2023-11-4379</u> Date of the ORS/BURS: <u>11/29/2023</u> Amount <u>P1,000,000.00</u>
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