



WORK ORDER

DELIVERY DUE DATE: 1/28-31/19

Procurement Unit
Telefax No.: 045-982-4630

Supplier : CASA PILAR DE BORACAY, INC.
Address : Brgy. Manoc-Manoc, Boracay Island, Malay Aklan
TIN: 454-089-082-000
Tel. No. : 0917-329-0967

Work Order No.: 2019-008
Date : 1/22/2019
JO No. : 2019-002
Date : 1/11/2019
Mode of Procurement: Small Value
Mode of Payment: COD

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on January 28-31, 2019 upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1	Lot	FOOD, ACCOMODATION AND RENTAL OF CONFERENCE AREA OF BOARD OF REGENTS AND TSU OFFICIALS DURING THE UNIVERSITY PLANNING ON JANUARY 28-31, 2019 AT BORACAY, AKLAN (Lodging 3days)		
		6 - 4D/3N Single Room Accomodation	5,000.00	90,000.00
		3 - 4D/3N Twin/Double Room Accomodation	5,000.00	45,000.00
		16 - 4D/3N Triple Room Accomodation	4,000.00	192,000.00
		1 - 4D/3N Quadruple Room Accomodation	4,000.00	12,000.00
		Meals		
		January 28, 2019		
		68 pax (Dinner)	450.00	30,600.00
		January 29, 2019		
		65 pax (Breakfast)	200.00	13,000.00
		68 pax (AM Snack & Lunch)	625.00	42,500.00
		69 pax (Snack & Dinner)	625.00	43,125.00
		January 30, 2019		
		65 pax (Breakfast)	200.00	13,000.00
		69 pax (AM Snack & Lunch)	625.00	43,125.00
		68 pax (Snack & Dinner)	625.00	42,500.00
		January 31, 2019		
		64 pax (Breakfast)	200.00	12,800.00
		68 pax (Lunch)	450.00	30,600.00
		68 Round Trip Transfers w/ fees	1,800.00	122,400.00
		Venue for 3 days	20,000.00	60,000.00
				792,650.00
		Service Charge		29,921.87
				822,571.87

(Please read carefully at the back hereof)

Charge to:
ROA No. :
CONFORME & RECEIVE COPY :

CASA PILAR DE BORACAY, INC.
Firm/Dealer/Supplier/Contractor

Date _____
Bank Account Name: _____
Bank Account Number: _____
Bank Name: _____
Bank Address: _____

COMMISSION ON AUDIT, TSU
RECEIVED
By: _____ Date: JAN 24 2019 Time: _____

FUNDS AVAILABLE:
JESUS S. DANGANAN
Budget Officer IV

APPROVED:
DR. GLENARD T. MADRIAGA
VP, Admin. & Finance
Authorized Official

1/28-31/19

Supplier: CASA PILAR BORACAY, INC.	Work Order No: 2019-008
Address: Brgy. Manos, Manos, Boracay Island, Malay Aklan	Date: 1/22/2019
TIN: 9CR- 849 - 883 - 682	JO No: 2019-002
Tel. No: 0917-328-0987	Date: 1/11/2019
	Made of Procurement: Small Value
	Made of Payment: CDD

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on **January 28-31, 2019** upon receipt of the Work Order as per quotation submitted by you duly approved by the TSM Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1	Lot	FOOD, ACCOMODATION AND RENTAL OF CONFERENCE AREA OF BOARD OF REGENTS AND TSM OFFICIALS DURING THE UNIVERSITY PLANNING ON JANUARY 28-31, 2019 AT BORACAY, AKLAN (Lodging 3days)		
		4 - 4D/3N Single Room Accomodation	5,000.00	90,000.00
		3 - 4D/3N Twin/Double Room Accomodation	5,000.00	45,000.00
		16 - 4D/3N Triple Room Accomodation	4,000.00	192,000.00
		1 - 4D/3N Quadruple Room Accomodation	4,000.00	12,000.00
		Meals		
		January 28, 2019		
		68 pax (Dinner)	450.00	30,600.00
		January 29, 2019		
		65 pax (Breakfast)	200.00	13,000.00
		68 pax (AM Snack & Lunch)	625.00	42,500.00
		69 pax (Snack & Dinner)	625.00	43,125.00
		January 30, 2019		
		65 pax (Breakfast)	200.00	13,000.00
		69 pax (AM Snack & Lunch)	625.00	43,125.00
		68 pax (Snack & Dinner)	625.00	42,500.00
		January 31, 2019		
		64 pax (Breakfast)	200.00	12,800.00
		68 pax (Lunch)	450.00	30,600.00
		68 Round Trip Transfers w/ fees	1,800.00	122,400.00
		Venue for 3 days	20,000.00	60,000.00
		Service Charge		192,850.00
				29,921.67
				822,571.67

Charge to: (Please read carefully at the back hereof)

ROA No. **CONFIRMED & RECEIVE COPY**

CASA PILAR DE BORACAY, INC.

Firm / Dealer / Supplier / Contractor
Date: **1/24/19**

Bank Account Name: **CASA PILAR DE BORACAY INC**

Bank Account Number: **1113-3466-32**

Bank / Branch: **BDO - KALIED**

Bank / Address: **CORNER S. MARTELINO MARTYRS ST. / KALIED AKLAN**

Form No: TSM-FRU-SF 10

Revision No: 01

FUNDS AVAILABLE

JESUS S. DANGANAN
Budget Officer IV

APPROVED:

DR. CLELAND T. SANTIAGO
VP, Admin. & Finance
Authorized Official

COMMISSION ON AUDIT - TSM

RECEIVED

By: *[Signature]* Date: **JAN 24 2019** Time: _____

ah noted 1/24/19