



DEPARTMENT OF ENERGY

Energy Center, Rizal Drive cor. 34th St., Bonifacio Global City, Taguig

QUINTUPPLICATE

PR No. 01-0101-2023-03-0132

PURCHASE ORDER

PMD-QF-17  
18 Dec 2022  
Rev. 1

Supplier : TRUST MANAGEMENT CENTRE  
 Address : #14-04, Building 4, Camella Northpoint, J. P. Laurel Ave., Bahada, Davao City  
 TIN : \_\_\_\_\_

P.O. No. : 2023-09-291  
 Date : 15-Sep-2023  
 Mode of Procurement : AMP-NP Sec. 53.9

Gentlemen: MR. KISHPORE JETHMAL | (02) 8814 9582  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : DEPARTMENT OF ENERGY, Energy Center, Rizal Dr., BGC, Taguig City  
M. C. S. P. Baldos (AS- HRMD)

Date of Delivery : \_\_\_\_\_

Delivery Term : As per Event's Schedule  
 Payment Term : Payment will be process within 30 days upon completion of services, submission of all required documents & issuance of certificate of acceptance from the end-user. Payment is through LDDAP-ADA subject to government budgeting, accounting and auditing rules.

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	LOT	<p><b>PROCUREMENT OF SERVICES OF FACILITATOR AND SUPPLY TRAINING MATERIALS FOR IMPROVING YOUR TECHNICAL WRITING SKILLS</b></p> <p>Services for Training Facilitator and Supply of Training Materials Inception Meeting, Development of course outline, event planning/coordination, conduct of training, supply of training materials, submission of training report</p> <p>Other Terms and General Conditions:            - as stated in the Request For Quotation (RFQ-02-0101-2023-03-0132-0802-0101)</p>	1	35,000.00	35,000.00
				<b>TOTAL AMOUNT</b>	<b>35,000.00</b>

(Total Amount in Words) Thirty Five Thousand Pesos Only

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 on the underdelivered item/s.  
*(this PO serves as the Notice to Proceed (NTP) when signed by the Supplier.*

Conforme: \_\_\_\_\_ Very Truly yours: \_\_\_\_\_  
 Signature over Printed Name of Supplier ELISA B. MORALES  
 Signature over Printed Name of Authorized Official  
Oct 10, 2023 Date Director, AS Designation

Fund Cluster : \_\_\_\_\_ ORS/BURS No. : \_\_\_\_\_  
 Funds Available : \_\_\_\_\_ Date of the ORS/BURS: \_\_\_\_\_  
 Amount : \_\_\_\_\_

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 Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit HELEN C. ROLDAN