



PURCHASE ORDER
Small Business Guarantee and Finance Corporation



17th and 18th Floors, 139 Corporate center Building, 139 Valero St., Salcedo Village, 1227 Makati City, Philippines
 Telephone No.: (02) 751-1888; Website: www.sbgfc.org.ph; Email Address: sbcorporation@sbgfc.org.ph

Agency

Supplier : ARK TRAVEL EXPRESS INC.	P.O. No. : 24-04-0100
Address : Unit Lower Ground 3, 4 & 14, 146 L.P. Leviste Street, Makati, Metro Manila	Date : 29-APR-2024
TIN : 000155696000	P.R. No. : 24-04-0442
Mode of Procurement : NP-53.9 Small Value Procurement	Date : 22-APR-2024

Gentlemen

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

Place of Delivery : 17th and 18th Floor 139 Corporate Center Bldg., 139 Valero St., Salcedo Village, Makati City 1227	Delivery Term : FOB Destination
Date of Delivery : 18-MAR-2024	Payment Term: 1 Day(s) before delivery

Stock No.	Unit	Description	Quantity	Unit Cost (In Peso)	Amount (In Peso)
00019	Piece/s	Procurement of Travel Agency for the official travel of PCEO Robert Bastillo and SVP Angelito Acupan to Manila-Cambodia and vice-versa flights on May 13 and 18, 2024 Details: >Manila-Cambodia flight Departure: May 13, 2024 Preferred time: Between 12:00 to 1:00 P.M Note: Arrival at Cambodia must be on May 13, 2024, inclusive of connecting flights >Cambodia-Manila flight Return/Departure: May 18, 2024 Preferred time: Between 9:00 am to 10:00 A.M Note: Arrival at Manila must be on May 18, 2024, inclusive of connecting flights	2	35,203.20	70,406.40
***** NOTHING FOLLOWS *****					

Seventy Thousand Four Hundred Six & 40/100 Pesos Only 70,406.40

Certified Funds Available CORAZON A. DIMAYUGA Group Manager	Certifying and Recommending Officer ANTHONY F. SAMPAYO, JR. OIC	Approved By JULIETA S. CALIMLIM Group Manager
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We declare it to be known and accepted by us that our failure to effect delivery of item(s) covered by this order within the period specified herein shall give the SB Corp. the right to cancel this order or make an open market purchase of the undelivered item(s) for which we agree to reimburse the corporation for all the payments made by it at the unit price quoted herein for the said undelivered item(s).

We further declare that failure to deliver item(s) within the specified delivery period may subject us to payment of liquidated damage in an amount equivalent to 1/10 of 1% of the total value of the undelivered item(s) for every day of non-delivery.

We shall submit upon delivery to facilitate payment of the corresponding bill:
 Copy of purchase order and one (1) copy of the sales invoice(s) and delivery receipts.

<p align="center">RECEIVED RECEIVING COPY</p> <p>NAME: <u>BERNADETTE</u></p> <p>DATE/TIME: <u>10/11/2024</u></p>	Conforme: <u></u> Signature over Printed Name of the Supplier
	PhilGEPs No.: <u>200608896681394852157</u>
	Date: _____