



# 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 : Circle Transport Corporation	P.O. No. : 24-07-0205
Address : 149 G. Reyes St., Bulwagang Ilog, San Juan City NCR	Date : 09-JUL-2024
TIN : 000090353000	P.R. No. : 24-06-0757
Mode of Procurement : NP-53.9 Small Value Procurement	Date : 26-JUL-2024

Gentlemen:

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

Place of Delivery : Bagac, Bataan and Clark, Pampanga	Delivery Term : FOB Destination
Date of Delivery : 16-JUL-2024	Payment Term: Others - Check upon delivery

Stock No.	Unit	Description	Quantity	Unit Cost (In Peso)	Amount (In Peso)
00017	Lot	Transportation for the 2024 SB Corp Teambuilding Activity of Head Office and Southern Luzon Group  Date: July 15 & 16, 2024 (overnight)  Destination: Day 1 - SB Corp Makati Office to Bagac, Bataan (Montemar Beach Club) Day 2 - Bagac, Bataan to Clark, Pampanga (Widus Hotel) then back to SB Corp Makati Office  No. of Passengers: 154  Three (3) AC Buses @ Php62,000.00 per bus  Inclusions: - VAT, fuel, Insurance of the passengers, toll fees, bus drivers	1	186,000.00	186,000.00

NOTHING FOLLOWS

One Hundred Eighty Six Thousand Pesos Only

186,000.00

Certified Funds Available

Certifying and Recommending Officer

Approved By

CORAZON A. DIMAYUG  
Group Manager

ANTHONY F. SAMPAYO, JR.  
OIC

JULIETA S. CALIMLIM  
Group Manager

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.

**RECEIVED**  
**RECEIVING COPY**  
IN CHARGE: BERNADETTE  
SIGNATURE:   
DATE/TIME: 07/10/2024 1:20 PM

Confirmed:   
Edna C. Mamuyac  
Signature over Printed Name of the Supplier

PhilGEPs No.: 200903-25250-42308972  
Date: July 10, 2024