



Commission on Filipinos Overseas

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Revision No. **0**

Effective Date **15 March 2017**

PURCHASE ORDER

Supplier : PEOPLE DYNAMICS, INC.
Address : Unit 502 OMM Cintra Building, San Miguel Avenue, Ortigas Center, Pasig City
TIN : 252-070-855-000

P.O. No. : 2018-08-072
Date : 10-Aug-18
Mode of Procurement RFQ-SHOPING

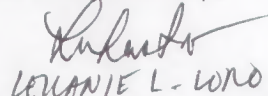
Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : CFO- Citigold Center 1345 Pres. Quirino Ave. cor., SSH, Paco Manila
Date of Delivery : 20-25 working days upon received the Purchase Order.

Delivery Term : FULL SERVICES
Payment Term : LDDAP-ADA


Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<p>Hiring of Speaker/Trainer for the Seminar/Workshop on Effective Customer Service for CFO Personnel.</p> <p>Requirements:</p> <ul style="list-style-type: none"> > Hand-outs and certificates shall be issued prior and after the training > Pre-Post training evaluation of the participant's knowing about the course > Preliminary meeting between the CFO and the Speakers before the conduct of the training to tailor fit the seminar based on the needs of the CFO. > Post Training Report from the speaker on the outcome of the Training (including recommendations on how to improve the customer service skills of the participants) <p>Date of the Training: September 3-4, 2018 from 5:00 pm to 9:00 pm Venue: CFO Office Participants:</p> <ul style="list-style-type: none"> > All MIED assigned in Manila Office > Frontline Staff from MISD (Jose Quilala, Christian Castillo and Antonio Romero) > CFO Security Guard > One representative from PMD, PPRD and OED <p>* Attached conditions/specifications set in the quotation are part of this Order. (Per Purchase Request No.: 2018-07-063 dated 13 July 2018 x-x-x-x-x-x-x-x-x-x-Nothing Follows-x-x-x-x-x-x-x-x-x-x</p>	1	48,500.00	48,500.00
(Total Amount in Words) Forty Eight Thousand Five Hundred pesos only					48,500.00

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 undelivered item/s.


Conforme:

LETICIA L. LORO
PEOPLE DYNAMICS, INC.

 Signature over Printed Name of Supplier
SEPTEMBER 4, 2018

 Date

Very truly yours,

USEC. ASTRAVEL PIMENTEL-NAIK
 Executive Director

Fund Cluster : _____
Funds Available : _____


CANDELARIO R. GARCIA
 Signature over Printed Name of Chief Accountant/
 Head of Accounting Division/Unit

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : _____