



Republic of the Philippines  
Office of the President  
**COMMISSION ON HIGHER EDUCATION**  
**PURCHASE ORDER**

Supplier : GRACE MANAGEMENT AND TRAINING CONSULTANCY SERVICES	P.O. No. : 2022-04-009 HEDF
Address : Block 1 Lot 13 Orchids St., Lauraville Subd., Galicia III, Mendez-Nuñez, Cavite	Date : April 1, 2022
TIN :	Mode of Procurement : <b>Negotiated Procurement 53.9 Small Value Procurement</b>

**Gentlemen:**

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

Place of Delivery : CHED Central Office	Delivery Term: 5 Days
Date of Delivery :	Payment Term: Send Bill Arrangement

Stock/ Property No.	Unit	Description	Quantity	Unit cost	Amount
	pax	<b>Procurement of Service Provider for the Lead Auditor Training Course (LATC) based on ISO 9001:2015 - Face-to-Face and/or Hybrid</b>	10		335,000.00
		Date: April 25-29, 2022			
		Requirements:			
		Recommended Terms of Reference for LATC Training Provider:			
		1) To deliver IPC or IRCA registered Lead Auditor Training Course			
		2) To provide Training, Venue and Food for the Participants			
		Technical Qualification of Lead Tutor			
		1) Must have at least 5 years experience in Training and/or Consultancy for Quality Management System			
		2) Must have facilitated at least 20 Lead Auditor Training Course			
		Training kits for participants (handout, pen, notebook)			
		Inclusive of government taxes			
		Mode of Payment: Send bill			
		***** NOTHING FOLLOWS *****			

(Total Amount in Words) **Three Hundred Thirty-Five Thousand Pesos only** **335,000.00**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Conforme:

Very truly yours,

EDNA D. CASTILLO  
(Signature over printed name)

J. PROSPERO E. DE VERA III, DPA  
Chairman

(Date) 4/28/2022

Funds Cluster: N-1	ObR No.: 03 104209 2022 04 NOV-20
Funds Available: P335,000.00	Date of the ObR: 4/11/22
 MYRA PAZ B. MANALO Chief Accountant, HEDF	AMOUNT: P335,000.00