



# ORDER OF PAYMENT

*(To be filled-up by Contractor in two copies)*

**TO: The City Treasurer**

Please collect the amount as indicated below representing payment of bidding documents. Amount collected shall be credited to **BAC Trust Fund**.

Name of Construction Firm: \_\_\_\_\_

Date of Bid Opening: \_\_\_\_\_

PROJ. NO.	PROJECT TITLE	LOCATION / BARANGAY	ABC (Php)	C.D.	COST OF BID FORMS (Php)
<b>ELIGIBILITY FORM</b>					
<b>TOTAL</b>					

**APPROVED FOR THE ISSUANCE OF PLANS & FORMS FOR THE ABOVE STATED PROJECT(S) UPON PAYMENT OF A NON-REFUNDABLE AMOUNT OF THE COST OF BID FORMS AS INDICATED ABOVE:**

(Signed)  
**ATTY. LETICIA O. CLEMENTE**  
*BAC Chairperson*

## AUTHORITY TO SECURE PLANS/BID FORMS

Above-named contractor is authorized to secure bidding documents as per Official Receipt No.: \_\_\_\_\_  
 Amount Paid: \_\_\_\_\_  
 Date Issued: \_\_\_\_\_

**Authorized by:**

**Issued bidding documents:**

(Signed)  
**ATTY. LETICIA O. CLEMENTE**  
*BAC Chairperson*

\_\_\_\_\_  
*(Signature - BAC Secretariat)*

\_\_\_\_\_  
*(Date)*

**Received bidding documents:**

\_\_\_\_\_  
*(Signature - Contractor)*

\_\_\_\_\_  
*(Date)*