



**PURCHASE ORDER**

SUPPLIER: **MEYER'S FOODS AND SERVICES, INC.**  
 ADDRESS: 99 Dapitan St. Cor Biak na Bato St. Brgy. Sto Domingo, Quezon City  
 TIN: 240-012-736-000

P.O. No.: 2022-06-96  
 DATE: June 8, 2022

MODE OF PROCUREMENT: NP-SMALL VALUE PROCUREMENT **B**

Gentlemen:

Please furnish this Office the following article(s) subject to the terms and conditions contained herein.

Place of Delivery: ATI, Diliman, Quezon City  
 Delivery Terms: 2 WORKING DAYS  
 Date of Delivery: LDDAP  
 Payment Term:

STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	pax	<b>Meals</b> <b>July 14-15, 2022</b> Full-board meals (Breakfast, Lunch, Dinner) Buffet No. of pax: 31 (including 1 vegetarian - no pork, beef, or chicken)  <ul style="list-style-type: none"> <li>• Breakfast shall include at least:                Brewed coffee/tea                unlimited water                bread/fried rice/steamed rice                fried/boiled/scrambled egg                2 kinds of meat viands/dishes such as fish, pork, poultry, and beef with more lean meat and less fat                fresh fruits</li> <li>• Lunch/Dinner shall include at least:                2 kinds of meat viands/dishes such as fish, pork, poultry, and beef with more lean meat and less fat                vegetable dish/salad                plain rice                dessert                drinks (water/fruit juice/coconut juice/soft drinks in can/bottle)</li> </ul> Venue: RDEC Training Hall 2 <i>*Prospective supplier must have a satisfactory rating feedback form previous contract with ATI or must not have been complained of any unsatisfactory service/s.</i> <i>Note: As per Memorandum No. 1 s 2020 dtd. January 06, 2020, Item, #7 states that, "The consumption of water and light in the use of their catering function shall be borne by the caterer 30 to 50 pax- P200/day. The caterer shall pay on the first day of the event &amp; shall be issued official receipt."</i> Purpose: For the ISD Mid-Year Planning Workshop for 2022 at the ATI Central Office	31		
				₱ 200.00	12,400.00
				270.00	16,740.00
				270.00	16,740.00

**TOTAL AMOUNT IN WORDS:**  
**FORTY FIVE THOUSAND EIGHT HUNDRED EIGHTY PESOS ONLY** ₱ 45,880.00

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

CONFORME: Geraldine Mula Amw  
 Signature Over Printed Name of Supplier  
 Date: 6/27/22  
 Very truly yours,  
**ROSANA P. MULA, PhD**  
 DIRECTOR IV

FUNDS AVAILABLE:  
**JOANE SINGSON**  
 HEAD ACCOUNTING UNIT  
 RECEIVED BY: dton 9:09  
 6-28-2022 / BUR No.: 2022-06-659  
 DATE Amount: 04-13-22  
 ₱ 45,880