



**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.: 2022-11-216**  
**DATE: Nov. 11, 2022**  
**MODE OF PROCUREMENT: NP-SMALL VALUE PROCUREMENT**

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: 5 WORKING DAYS**  
**Date of Delivery:**      **Payment Term: LDDAP**

STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	servings	Food (November 14-18, 2022) Breakfast 2 viands; choices of egg, fish, meat (chicken/pork/beef), fried rice, fresh fruits, fruit juice or coffee/chocolate drink; managed buffet	25	₱ 150.00	₱ 18,750.00
	servings	AM Snack Light serving choices of cakes, local delicacies, pasta, sandwiches, water, and fruit juice/iced tea	25	100.00	12,500.00
	servings	Lunch 3 viands: choices of vegetable, fish, meat - chicken/pork/beef with soup, rice, dessert (fruit in season), fruit juice or iced tea; managed buffet	25	275.00	34,375.00
	servings	PM Snack Light serving choices of cakes, local delicacies, pasta, sandwiches, water, and fruit juice/iced tea	25	150.00	18,750.00
	servings	Dinner 2 viands: choices of vegetable, fish, meat - chicken/pork/beef with soup, rice, dessert (fruit in season), fruit juice or iced tea  <i>*Prospective supplier must have a satisfactory rating feedback from previous contract with ATI or must not have been complained of any unsatisfactory service/s. Also, prospective supplier must be located in Quezon City.</i>  <i>All food and beverage items shall be purchased by the requesting party. The catering needs of the requesting party, if any shall be outsourced outside. The consumption of water and light in the use of the catering function shall be borne by the caterer, (a) 1 to 30 pax - P100/day (b) 30 to 50 pax - P200/day (c) 50 pax or more - P300/day. The caterer shall pay on the first day of the event &amp; shall be issued official receipt. It is the duty of the requesting party to inform the caterer of the separate payment of utilities to be incurred</i>	25	275.00	34,375.00
Purpose: To be served during the Training on Module Development Batch 1 at the Rural Development Education Center (RDEC), ATI Compound, Elliptical Rd. Diliman, Quezon City					
<b>TOTAL AMOUNT IN WORDS:</b>					<b>₱ 118,750.00</b>
<b>ONE HUNDRED EIGHTEEN THOUSAND SEVEN HUNDRED FIFTY PESOS ONLY</b>					



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:

Signature Over Printed Name of Supplier  
 11-15-22  
 Date

Very truly yours,

**REMELYN R. RECOTER, MNSA, CESO III**  
 OIC DIRECTOR IV

FUNDS AVAILABLE:

**JOAN E. SINGSON**  
 HEAD ACCOUNTING UNIT

OR/BUR No.: 2022-11-1292  
 11-11-22  
 Amount: Pnp. 118,750