



**PURCHASE ORDER**

SUPPLIER: **PUNO FOOD SERVICES**  
 ADDRESS: 235 Sulukan San Gabriel, Santa Maria, Bulacan

P.O. No.: 2022-11-219  
 DATE: Nov. 15, 2022

TIN:

MODE OF PROCUREMENT: NP: SMALL VALUE PROCUREMENT

Gentlemen:

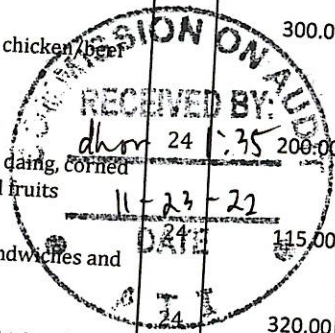
Please furnish this Office the following article(s) subject to the terms and conditions contained herein.

Place of Delivery: ATI, Diliman, Quezon City

Date of Delivery:

Delivery Terms: 4 WORKING DAYS  
 Payment Term: LDDAP

STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
		<b>November 22, 2022</b>			
	pax	Breakfast (Buffet)			
		Plain rice, 2 viands choices of egg, hotdog, fried bangus, daing, corned beef, tortang talong, longganisa, tocino, tapa or ham and fruits	29	200.00	5,800.00
	pax	AM Snack (Buffet)			
		Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices	29	115.00	3,335.00
	pax	Lunch (Buffet)			
		Plain rice, 3 viands choices of vegetables, fish, seafood, chicken/beef with soup, fruits and fresh juice	29	320.00	9,280.00
	pax	PM Snack (Buffet)			
		Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices	29	115.00	3,335.00
	pax	Dinner (Buffet)			
		Plain rice, 3 viands choices of vegetables, fish, seafood, chicken/beef with soup, fruits and fresh juice	29	300.00	8,700.00
		<b>November 23, 2022</b>			
	pax	Breakfast (Buffet)			
		Plain rice, 2 viands choices of egg, hotdog, fried bangus, daing, corned beef, tortang talong, longganisa, tocino, tapa or ham and fruits	29	200.00	5,800.00
	pax	AM Snack (Buffet)			
		Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices	29	115.00	3,335.00
	pax	Lunch (Buffet)			
		Plain rice, 3 viands choices of vegetables, fish, seafood, chicken/beef with soup, fruits and fresh juice	29	320.00	9,280.00
	pax	PM Snack (Buffet)			
		Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices	29	115.00	3,335.00
	pax	Dinner (Buffet)			
		Plain rice, 3 viands choices of vegetables, fish, seafood, chicken/beef with soup, fruits and fresh juice	29	300.00	8,700.00
		<b>December 14, 2022</b>			
	pax	Dinner (Packed)			
		Plain rice, 3 viands choices of vegetables, fish, seafood, chicken/beef with soup, dessert and canned		300.00	300.00
		<b>December 15, 2022</b>			
	pax	Breakfast (Buffet)			
		Plain rice, 2 viands choices of egg, hotdog, fried bangus, daing, corned beef, tortang talong, longganisa, tocino, tapa or ham and fruits		200.00	4,800.00
	pax	AM Snack (Buffet)			
		Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices		115.00	2,760.00
	pax	Lunch (Buffet)			
		Plain rice, 3 viands choices of vegetables, fish, seafood, chicken/beef with soup, fruits and fresh juice		320.00	7,680.00
	pax	PM Snack (Buffet)			
		Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices	24	115.00	2,760.00



STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
		<p>*inclusion of flowing coffee, sugar, creamer and water</p> <p>*Prospective supplier must have a satisfactory rating feedback from previous contract with ATI or must not have been complained of any unsatisfactory service/s.</p> <p>The service provider must have business address or restaurant in Quezon City to maintain the freshness and good quality of the food to be served.</p> <p>Staggered Delivery of the food base on the order of the end-user; The service provider must deliver the meals on the proposed time of the required service</p> <p>*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 © 50 pax or more P300/day. The caterer shall pay on the first day of the even &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.</p>			
		<p><b>Purpose:</b> for the food to be served for the Development of Guidelines on the Conduct of Evaluation Studies of Agriculture and Fisheries Extension (AFE) on November 22-23, 2022 and December 15, 2022 at RDEC</p>			
<b>TOTAL AMOUNT IN WORDS:</b>					
SEVENTY-NINE THOUSAND TWO HUNDRED PESOS ONLY					₱ 79,200.00
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.					
<p>CONFORME:</p> <p><i>JOY EVANGELISTA</i> Signature Over Printed Name of Supplier</p> <p><u>11/21/22</u> Date</p>			<p>Very truly yours,</p> <p><b>REMELYN R. RECOTER, MNSA, CESO III</b> OIC-DIRECTOR IV</p>		
<p>FUNDS AVAILABLE:</p> <p><b>JOAN E. SINGSON</b> CHIEF ACCOUNTANT</p> <p>PAGE 2 OF 2</p>			<p>OR/BUR No.: 2022-11-1314</p> <p>11-16-22</p> <p>Amount: Php- 79,200</p>		