



PURCHASE ORDER

SUPPLIER: **M.P. EVANGELISTA CATERING SERVICES**
ADDRESS: 235 SAN GABRIEL, STA. MARIA, BULACAN

P.O. No.: 2022-11-232
DATE: NOV. 17, 2022
MODE OF PROCUREMENT: NP: SMALL VALUE PROCUREMENT

TIN: 439-401-859-000

Gentlemen:

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

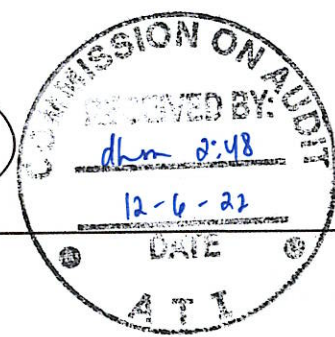
Place of Delivery:		ATI, Diliman, Quezon City	Delivery Terms:		2 WORKING DAYS
Date of Delivery:			Payment Term:		LDDAP
STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	4th RCEF Convergence Workshop				
	Food				
	October 26, 2022 (packed)				
40	meal	Dinner: 2 viands (meat and fish), 1 vegetable, rice, soup, dessert	40	300.00	12,000.00
	October 27, 2022 (full board; buffet style)				
75	meal	Breakfast: egg, 2 viands (meat and fish), rice, fruits	75	180.00	13,500.00
75	meal	AM Snack: bread/cake, juice	75	100.00	7,500.00
75	meal	Lunch: 2 viands (meat and fish), 1 vegetable, rice, soup, dessert and softdrinks	75	300.00	22,500.00
75	meal	PM Snack: Pasta, juice	75	100.00	7,500.00
75	meal	Dinner: 2 viands (meat and fish), 1 vegetable, rice, soup, dessert and softdrinks	75	300.00	22,500.00
<p>Note: No pork, overflowing coffee and tea *Prospective supplier must have a satisfactory rating feedback from previous contract with ATI or must not have been complained of any unsatisfactory service/s. 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 & 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>					
PURPOSE:					
To be served during the 4th RCEF Convergence Workshop on 26-27 October 2022					

TOTAL AMOUNT IN WORDS:
EIGHTY-FIVE THOUSAND FIVE HUNDRED PESOS ONLY ₱ 85,500.00

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:

JOY EVANGELISTA
Signature Over Printed Name of Supplier
12/5/22
Date



Very truly yours,

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

FUNDS AVAILABLE:

RCEF
OR/BUR No.: 2022-11-40
11-23-22

Amount: ₱ 85,500

JOAN E. SINGSON
CHIEF ACCOUNTANT

BAG Secretariat Office

DEC 05 2022

DD
9:05