



PURCHASE ORDER

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

P.O. No.: 2022-12-275
DATE: DEC 22, 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:		Delivery Terms:	
Date of Delivery:		1 WORKING DAY	
		Payment Term:	
		LDDAP	
STOCK NO.	UNIT	DESCRIPTION	TOTAL COST
	200 serving	Food (Buffet) December 23, 2022 Breakfast/AM Snacks/Lunch/PM Snacks/Dinner (Full Board) 3 viands; choices of vegetable, fish meat/chicken/pork/beef, egg with soup, plain rice, fresh fruits, fruit juice/iced tea/water/softdrinks *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 Purpose: To be served during the ATI Year-End General Assembly and Thanksgiving on December 23, 2022 at RDEC, ATI Bldg. Diliman, Quezon City	200 ₱ 1,200.00 ₱ 240,000.00

TOTAL AMOUNT IN WORDS:
TWO HUNDRED FORTY THOUSAND PESOS ONLY ₱ 240,000.00

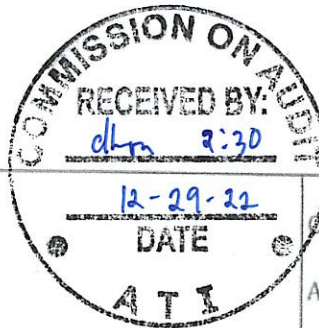
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for everyday of delay shall be imposed.

CONFORME:

J07 EVANGELISTA
Signature Over Printed Name of Supplier
12/23/22
Date

Very truly yours,

REMPLY R. RECOTER, MISA, CESO III
OIC-DIRECTOR IV



FUNDS AVAILABLE:

ARLENE GEMINIANA S. BALO
JOAN E. SINGSON
CHIEF ACCOUNTANT

R/BUR No.: 2022-12-12
12-22-22

Amount: Php. 240,000

