



**PURCHASE ORDER**

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

P.O. No.: 2023-03-47  
DATE: Mar. 3, 2023

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: 4 WORKING DAYS  
Date of Delivery: Payment Term: LDDAP

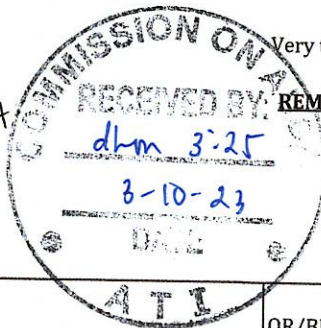
STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
		<b>March 13, 2023</b>			
	serving	AM Snack (buffet) - Pancit (no pork) with bread and orange juice	30	120.00	3,600.00
	serving	Lunch (buffet) - Plain rice, 3 viands choices of vegetables, fish (no cream dory), seafood, chicken/beef with soup, fruits and fresh cucumber juice	30	320.00	9,600.00
	serving	PM Snack (buffet) - Mami with siopao asado (no pork) and lemon juice	30	120.00	3,600.00
		<b>March 14, 2023</b>			
	serving	AM Snack (buffet) - Lugaw with boiled egg, fried tofu and kalamansi juice	30	120.00	3,600.00
	serving	Lunch (buffet) - Plain rice, 3 viands choices of vegetables, fish (no cream dory), seafood, chicken/beef with soup, fruits and fresh cucumber juice	30	320.00	9,600.00
		<b>July 3, 2023</b>			
	serving	AM Snack (buffet) - Pancit (no pork) with bread and orange juice	32	120.00	3,840.00
	serving	Lunch (buffet) - Plain rice, 3 viands choices of vegetables, fish (no cream dory), seafood, chicken/beef with soup, fruits and fresh cucumber juice	32	320.00	10,240.00
	serving	PM Snack (buffet) - Mami with siopao asado (no pork) and lemon juice	32	120.00	3,840.00
		<b>July 4, 2023</b>			
	serving	AM Snack (buffet) - Lugaw with boiled egg, fried tofu and kalamansi juice	32	120.00	3,840.00
	serving	Lunch (buffet) - Plain rice, 3 viands choices of vegetables, fish (no cream dory), seafood, chicken/beef with soup, fruits and fresh cucumber juice	32	320.00	10,240.00
		Inclusion of following items: -Free flowing purified water, coffee, tea, creamer and sugar during the whole duration of the activity -Waiters  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			
		<b>Purpose:</b> Food to be served during the ATI Central Office 19th and 20th Management Review at RDEC Training Room, ATI Compound, Elliptical Road, Diliman, Quezon City.			

**TOTAL AMOUNT IN WORDS:**  
**SIXTY-ONE THOUSAND TWO HUNDRED EIGHTY PESOS ONLY** ₱ **61,280.00**

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:

MARY JOY P. EVANGELISTA  
Signature Over Printed Name of Supplier  
3/9/23  
Date



Very truly yours,

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

FUNDS AVAILABLE:

JOAN E. SINGSON  
CHIEF ACCOUNTANT

OR/BUR No.: 2023-03-347  
03-04-23  
Amount: Php. 61,280