



PURCHASE ORDER

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

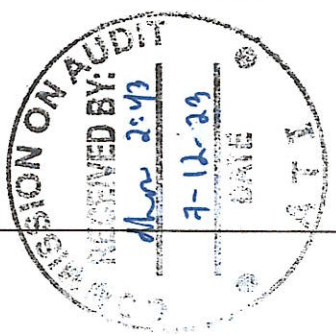
P.O. No.: 2023-07-177
DATE: July 5, 2023

TIN: _____
MODE OF PROCUREMENT: NP-SMALL VALUE PROCUREMENT **B**

Gentlemen:

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

STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST	Delivery Terms: 3 CALENDAR DAYS
						Payment Term: LDDAP
		FY 2023 Mid-Year Finance Cluster Forum on July 10 - 11, 2023				
		Food				
	40	July 9, 2023 PM Snacks - Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh juice	40	110.00 ₱	4,400.00	
	40	Dinner - 3 viands; choices of vegetables, fish, meat (chicken/beef), egg, soup, plain rice, dessert, fresh fruit, fruit juice and bottled water - Buffet	40	310.00	12,400.00	
	52	July 10, 2023 Breakfast - 3 viands; choices of vegetables, fish, meat (chicken/beef), egg, soup, plain rice, fresh fruit, fruit juice and bottled water - Buffet	52	200.00	10,400.00	
	52	AM Snacks - Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh juice	52	100.00	5,200.00	
	52	Lunch - 3 viands; choices of vegetables, fish, meat (chicken/beef), egg, soup, plain rice, fresh fruit, fruit juice and bottled water - Buffet	52	300.00	15,600.00	
	52	PM Snacks - Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh juice	52	100.00	5,200.00	
	52	Dinner - 3 viands; choices of vegetables, fish, meat (chicken/beef), egg, soup, plain rice, dessert, fresh fruit, fruit juice and bottled water - Buffet	52	300.00	15,600.00	
	52	July 11, 2023 Breakfast - 3 viands; choices of vegetables, fish, meat (chicken/beef), egg, soup, plain rice, fresh fruit, fruit juice and bottled water - Buffet	52	200.00	10,400.00	
	52	AM Snacks - Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh juice	52	100.00	5,200.00	
	52	Lunch - 3 viands; choices of vegetables, fish, meat (chicken/beef), egg, soup, plain rice, fresh fruit, fruit juice and bottled water - Buffet	52	300.00	15,600.00	
	52	PM Snacks - Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh juice	52	100.00	5,200.00	
	52	Dinner - 3 viands; choices of vegetables, fish, meat (chicken/beef), egg, soup, plain rice, dessert, fresh fruit, fruit juice and bottled water - Buffet	52	300.00	15,600.00	
		*Prospective supplier must have a satisfactory rating feedback from previous contract with ATI or must not have been complained of any unsatisfactory service (s).				
		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 conduct of FY 2023 Mid-Year Finance Cluster Forum				



TOTAL AMOUNT IN WORDS:
ONE HUNDRED TWENTY THOUSAND EIGHT HUNDRED PESOS ONLY ₱ 120,800.00

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:

Very truly yours,

MARY JOY P. EVANGELISTA

REMELYN RELOTOR, MNSA, CESO III
DIRECTOR IV

Signature Over Printed Name of Supplier

July 7, 2023
Date

FUNDS AVAILABLE:

ORS/ BUR No.: 30203 -06-1067
Amount: 64 - 30 - 23
Php - 120,808

JOAN E. SINGSON
CHIEF ACCOUNTANT