



PURCHASE ORDER

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

P.O. No.: 2023-07-189

DATE: July 25, 2023

MODE OF PROCUREMENT: NP-SMALL VALUE PROCUREMENT

TIN:

Gentlemen:

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

Place of Delivery:		Delivery Terms: 5 WORKING DAYS		LDDAP	
Date of Delivery:		Payment Term:		LDDAP	
STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	serving	July 31, 2023: Full Board; Buffet Style Breakfast - egg, 2 viands (meat and fish), rice, fruits AM Snack - Kakanin, juice Lunch - 2 viands (meat and fish) , 1 vegetable, rice, soup, dessert, and fruit juices PM Snack - Kakanin, juice Dinner - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert, and coconut juice Note: No pork; overflowing tea and coffee August 1, 2023: Full Board; Buffet Style Breakfast - egg, 2 viands (meat and fish), rice, fruits AM Snack - Kakanin, juice Lunch - 2 viands (meat and fish) , 1 vegetable, rice, soup, dessert, and fruit juices PM Snack - Kakanin, juice Dinner - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert, and coconut juice Note: No pork; overflowing tea and coffee	35	1,200.00 ₱	42,000.00
	serving	August 2, 2023: Full Board; Buffet Style Breakfast - egg, 2 viands (meat and fish), rice, fruits AM Snack - Kakanin, juice Lunch - 2 viands (meat and fish) , 1 vegetable, rice, soup, dessert, and fruit juices PM Snack - Kakanin, juice Dinner - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert, and coconut juice Note: No pork; overflowing tea and coffee	35	1,200.00	42,000.00
	serving	August 3, 2023: Full Board; Buffet Style Breakfast - egg, 2 viands (meat and fish), rice, fruits AM Snack - Kakanin, juice Lunch - 2 viands (meat and fish) , 1 vegetable, rice, soup, dessert, and fruit juices PM Snack - Kakanin, juice Dinner - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert, and coconut juice Note: No pork; overflowing tea and coffee	35	1,200.00	42,000.00

COMMISSION ON AUDIT
 RECEIVED BY: *[Signature]*
 DATE: 8-2-23
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STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	servings	<p>August 4, 2023: Full Board; Buffet Style Breakfast - egg, 2 viands (meat and fish), rice, fruits AM Snack - Kakamin, juice Lunch - 2 viands (meat and fish) , 1 vegetable, rice, soup, dessert, and fruit juices PM Snack - Kakamin, juice Dinner - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert, and coconut juice Note: No pork; overflowing tea and coffee Terms of Reference: Organically Prepared Foods Note: Prospective supplier must have a satisfactory rating feedback from previous contract with ATI or must not have been complained of any unsatisfactory service 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 paymentof utilities to be incurred</p> <p>Purpose: To be served during the Collaborative undertakings (NOAB Consultative Workshop on the Revision of the Training Regulation on Organic Agriculture Production (OAP) NC II on July 31, 2023 - August 4, 2023 at the ATI RDEC Hall, ATI Building Elliptical Rd., Diliman, Quezon City.</p>	35	1,200.00	42,000.00

TOTAL AMOUNT IN WORDS: **TWO HUNDRED TEN THOUSAND PESOS ONLY** **₱ 210,000.00**

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:

MARY JOY T. SUAREZ
 Signature Over Printed Name of Supplier
 JUL 31 2023
 Date

Very truly yours, ^ ^ ^

REMELO M. RECOTER, MNSA, CESO III
 DIRECTOR IV

FUNDS AVAILABLE:

JOAN P. SINGSON
 CHIEF ACCOUNTANT

OR/BUR No.: 2023-07-1170
 Amount: 07-26-23

Php. 210,000