

# PURCHASE ORDER

Department of Social Welfare and Development  
Cordillera Administrative Office

Annex G-5

<b>Supplier</b>		<b>C AND A'S CATERING SERVICES</b>		<b>Purchase Order No.</b>	<b>2022-10-643</b>
<b>Address</b>		<b>DEMANG, SADANGA, MT. PROVINCE</b>		<b>Date</b>	<b>06-Oct-22</b>
				<b>Mode of Procurement</b>	<b>SVP</b>
Gentlemen:					
Please furnish this office the following articles subject to the terms and conditions herein.					
<b>Place of Delivery</b>		AS INDICATED		<b>Delivery Term:</b>	Complete
<b>Date of Delivery</b>		AS SCHEDULED		<b>Payment Term:</b>	Charge
LOT NO.	Unit	Description	QTY	Unit Cost	Total Cost
		<b>CATERING SERVICES RE: KALAHI CIDSS Conduct of Municipal Talakayan</b>			
		Tentative Date: October 10, 2022 onwards			-
		<b>1st Meeting</b>			-
	serving	AM Snack	20	70.00	1,400.00
	serving	Lunch	20	170.00	3,400.00
		<b>2nd Meeting</b>			-
	serving	AM Snack	20	70.00	1,400.00
	serving	Lunch	20	170.00	3,400.00
		<b>Main Municipal Talakayan Day</b>			-
	serving	AM Snack	62	70.00	4,340.00
	serving	Lunch	62	170.00	10,540.00
	serving	PM Snack	62	70.00	4,340.00
<b>OTHER REQUIREMENTS</b>				<b>COMPLIANCE</b>	
		A. Food station must be manned by restaurant crew or personnel and meals and snacks should be individually packed using biodegradable packaging materials.		✓	
		B. Lunch served with the combination of two viands (1 meat/fish and 1 vegetable). AM and PM snacks are preferably indigenous or healthy snacks with a glass of coconut water or natural fruit-infused juice. If indicated Menu is not available, please attach the proposed menu with serving details to be concurred by the end-user Note: a) creamer, sugar, and the like are preferred to be in a canister rather than in a sachet to comply with green procurement b.) Portioning or serving of meals is based on standard and applicable food measurement (e.g. a bowl of bilo-bilo or 2 pcs of suman with 1 slice of riped mango) * Offered Menu to be concurred by the End-User		✓	
		C. Inclusive of free flowing coffee/lemon grass tea and mineral water		✓	
		D. Service Provider shall be in charge of the collection and disposal of plastic/plates/containers/ utensils.		✓	
		E. The place of delivery of the goods / services is within SADANGA, MT. PROVINCE.		✓	
		F. For payment purposes, Service Provider must have an active Landbank Account. If the Service Provider does not have an active Landbank Account, charges that may arise from the transactions of different banks (bank transfer charges for payment purposes) shall be shouldered by the Service Provider.		✓	
<b>PAYMENT WILL BE BASED ON THE ACTUAL NUMBER OF PARTICIPANTS.</b>					
				<b>TOTAL</b>	<b>28,820.00</b>
<b>(Amount in words)</b>		<b>Twenty Eight Thousand Eight Hundred Twenty Pesos Only</b>			

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

\_\_\_\_\_ ( Signature over Printed Name)

\_\_\_\_\_ Date

  
**LEO L. QUINTILLA**  
Signature over Printed Name of Authorized Official  
**Regional Director**  
Designation

\_\_\_\_\_ Bank Account Name

\_\_\_\_\_ Bank Account Number

\_\_\_\_\_ TIN Number \*please tick tax type  
[ ] vat  
[ ] non-vat

\_\_\_\_\_ Date of BIR Registration

Fund Cluster: 01 CMF CURRENT

Funds Available: \_\_\_\_\_

ORS/ BURS No. : 22-10-1250

Date of the ORS/ BURS: OCT 07 2022

**WILBOURN B. BACOLONG**  
ACCOUNTANT III

Amount: 28,820.00

*YUP/kenneth*