

PURCHASE ORDER


Department of Social Welfare and Development
Cordillera Administrative Office


Annex G-5

Supplier		DAD'S PLACE TRANSIENT HOUSE AND RESTAURANT		Purchase Order No.	2021-02-038
Address		178 BOKAWKAN ROAD, BAGUIO CITY		Date	2/16/2021
Gentlemen:				Mode of Procurement	SVP
Please furnish this office the following articles subject to the terms and conditions herein.					
Place of Delivery		WITHIN BAGUIO CITY		Delivery Term:	Complete
Date of Delivery		AS SCHEDULED		Payment Term:	Charge
Stock/Property	Unit	Description	QTY	Unit Cost	Total Cost
CATERING SERVICES FOR DRMD QUARTERLY AND SPECIAL MEETINGS					
A. Quarterly Meeting					
First Quarter					
	-serving	AM Snack	26	75	1,950.00
	-serving	Lunch	26	195	5,070.00
	-serving	PM Snack	26	75	1,950.00
Second to Fourth Quarter					
	-serving	AM Snack for 34 pax x 3 meetings	102	75	7,650.00
	-serving	Lunch for 34 pax x 3 meetings	102	195	19,890.00
	-serving	PM Snack for 34 pax x 3 meetings	102	75	7,650.00
B. Special Meeting					
	-serving	AM Snack for 15 pax x 4 meetings	60	75	4,500.00
	-serving	Lunch for 15 pax x 4 meetings	60	195	11,700.00
	-serving	PM Snack for 15 pax x 4 meetings	60	75	4,500.00
Please see attached menu for your reference.					
OTHER REQUIREMENTS			COMPLIANCE		
CATERING					
		Lunch served with the combination of two viands (1 meat/fish and 1 vegetable), with 1 piece banana as dessert, AM and PM snacks are preferably indigenous inclusive of fruit juice/refreshment.	✓		
		Note: Portioning of serving of meals based on standard and applicable food measurement (e.g. bowl of bilo-bilo or 2 pcs of suman with 1 slice of riped mango)			
		Meals and snacks should be individually packed using biodegradable packaging materials. Creamer, sugar and the like are preferred to be in a canister (with cover) rather than in sachet to comply with green procurement.	✓		
		Inclusive of free flowing coffee/lemon grass tea and mineral water.	✓		
		The place of delivery of the goods / services is within Baguio City.	✓		
		Payment shall be made on a monthly basis, based on the actual number of delivery and number of pax/servings.			
(Amount in words)				TOTAL	64,860.00
				Sixty Four Thousand Eight Hundred Sixty Pesos Only	

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.

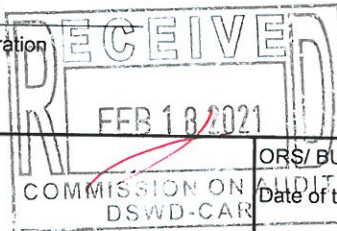
Conforme:


 (Signature over/Printed Name) _____
 Date Feb 18, 2021


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

Bank Account Name _____ Bank Account Number _____

TIN Number _____ *please tick tax type
 vat
 non-vat
 Date of BIR Registration _____



Fund Cluster: <u>01 CME CURRENT</u>	ORS/ BURS No.: <u>02-101101-2021-02-00885</u>
Funds Available: <u>64 P.C.D. 00</u>	Date of the ORS/ BURS: <u>02/16/21</u>
WILBOURN B. BASOLONG ACCOUNTANT III <i>amb.</i>	Amount: <u>64,860.00</u>

YUB/cgd