

PURCHASE ORDER

Department of Social Welfare and Development
Cordillera Administrative Office

Annex G-5

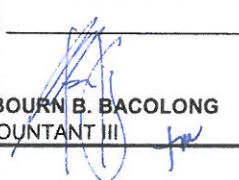
Supplier		MARIA ELENA'S CATERING SERVICES		Purchase Order No.		2020-06-189A		
Address		41 AMBUCLAO RD., GIBRLATAR, BAGUIO CITY		Date		6/1/2020		
				Mode of Procurement		EMERGENCY CASES		
Gentlemen: Please furnish this office the following articles subject to the terms and conditions herein.								
Place of Delivery		Within Baguio City and/or Benguet				Delivery Term:		Complete
Date of Delivery		As scheduled				Payment Term:		Charge
Stock/Property	Unit	Description	QTY	Unit Cost	Total Cost			
		CATERING SERVICES FOR VOLUNTEERS FOR THE MONTHS OF JUNE AND JULY 2020						
	RROS WAREHOUSE							
	serving	LUNCH (31 days x 50 pax)	1,550	100.00	155,000.00			
		OTHER REQUIREMENTS	Can Comply	Cannot Comply				
		A. THE SUPPLIER SHOULD USE RE-USEABLE/ RECYCLABLE MATERIALS ONLY (Creamer in canister, wood stirrer, silver ware, glass ware)	✓					
		B. THE SUPPLIER MAY PROVIDE COFFEE AND/OR TEA, DRINKING WATER.	✓					
		C. The place of delivery of the goods / services is within Baguio City or La Trinidad, Benguet	✓					
		D. The quantity of servings may changed based on the actual number of pax to be relayed by the End-User to the service provider until the quantity is consumed.	✓					
						TOTAL	155,000.00	
(Amount in words)		One Hundred Fifty Five Thousand 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 6-19-2020

Very Truly Yours, 
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: _____	ORS/ BURS No. : <u>02-101101-2020-06-00987</u>
Funds Available: _____	Date of the ORS/ BURS: <u>6/3</u>
WILBOURN B. BACOLONG ACCOUNTANT III 	Amount: <u>155,000.00</u>

