

Republic of the Philippines
OFFICE OF THE SOLICITOR GENERAL
 134 Amorsolo St., Legaspi Village
 Makati City

PURCHASE ORDER

Supplier: **R. Caalson Catering Services**
 Address: 2200 Jesus St. cor. Palumpong St., Pandacan, Manila
 TIN: 217-729-063-000
 Account No.: 0591-2037-03
 Telephone: 0905-3051323

Bank: Landbank - Taft Avenue
 Email: andreiscatering@gmail.com

P.O. # **024-10-162**
 Date: **October 15, 2024**
 Mode of Procurement:
 Small-Value Procurement 53.9


Genitemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:


Place of Delivery: Convergys One Building 6796 Ayala Ave. Legaspi Village, Makati City
 Date of Delivery: jjh

Delivery Term: At specific time (October 16, 2024)
 Payment Term: win 30 days upon receipt of invoice and Certificate of Completion & Acceptance (Bank to Bank)


Stock No.	Unit	Description	Qty.	Unit Cost	Amount
	pax	PROCUREMENT OF FOOD AND BEVERAGES FOR THE CONDUCT OF "2024 OSG-CODI POLICY DISCUSSION AND PROCESS APPLICATION", INCLUSIVE OF TAXES, SERVICES, DELIVERY, AND OTHER CHARGES. Event Title: "2024 OSG-CODI Policy Discussion and Process Application" Event Date: October 16, 2024; 8:00am to 5:00pm No. of pax: 25 pax Delivery Address: Convergys One Building, 6796 Ayala Ave. cor. Salcedo St., Legaspi Village, Makati City Minimum Inclusion: MORNING SNACK Egg salad sandwich Potato chips Coffee Serving Time: on or before 9:00am Serves in area specified by end-users <i>Note: No pork ingredients for all dishes</i> LUNCH Steamed rice Garlic fried chicken with gravy Chopseuy Banana lakatan Bottled orange juice Serving Time: on or before 11:00am Serves in area specified by end-users <i>Note: No pork ingredients for all dishes</i> AFTERNOON SNACK Spaghetti Bolognese Toasted bread Bottled iced tea Serving Time: on or before 2:00pm Serves in area specified by end-users <i>Note: No pork and/or any blood-based dish/ingredients</i> Packaging Individually packed with utensils and tissues No single use plastics should be used including straw (except disposable utensils) and preferably recyclable food containers Quality: Delicious; Meals should be prepared in proper, hygienic and safe place; Big Serving; Spill-free, freshly made (not spoiled). Delivered at specified time. Supplier should warrant the agency that in case of spoilage and not good quality meals, they will replace and provide the same immediately The following documents shall be deemed to form & construed as part of this agreement I. Request for quotation (RFQ) II. Menu	25	Php 600.00	Php 15,000.00

Total Amount in Words: **FIFTEEN 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.

Conforme: 
Myles Derla
 (Signature over printed name)
October 15, 2024
 (Date)

Very truly yours,

JESSICA L. CASTRO
 CAD, Administrative Division

EDITHA R. BUENDIA
 Director IV, HRMAS

Funds Available: 
ARIEL J. LUBINA
 Chief Accountant
 ALOBS: 02-161101-2024-10-677
 Amount: ₱ 15,000.00