

5 FEB 2025

FINANCIAL MANAGEMENT SERVICE

PURCHASE ORDER

Supplier: **J CARPIO CATERING SERVICES**
 Address: 176 A Tandang Sora Ave. Tandang Sora Quezon City
 TIN: 616-999-875-00000
 Account No.: 6521-0161-65
 Telephone: 8722-8632 / 0967-473 9856
 Bank: Landbank - Visayas Avenue Branch
 Email: icarpiofoodandcatering@gmail.com


P.O. # **025-02-028**
 Date: February 5, 2025
 Mode of Procurement:
 Small-Value Procurement 53.9

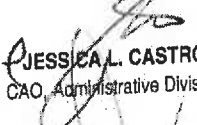
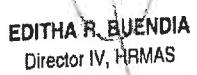
Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:
 Place of Delivery: **134 Amorsolo St., Legaspi Village, Makati City**
 Date of Delivery: **March 4, 2025**


Delivery Term: At specific time (March 4, 2025)
 Payment Term: w/in 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 Skeletal Workforce during SINAG Awarding Ceremony, inclusive of taxes, delivery, and other charges: Event Date: March 4, 2025 Delivery Address: OSG Building, 134 Amorsolo Street Legaspi Village, Makati City Merienda Cena (Packed Meal) Delivery time: On or before 1:30 PM Each set must contain the following: * Chicken Buffalo * Chicken Sotanghon Guisado * Vegetable Springroll * Banana Turon with Langka * Pandesal (Wheat) * Softdrinks * Bottled Water <i>Note: No Pork and Blood Based Ingredients to be used due to dietary restriction of religion</i> Packaging: * Environmental friendly packaging * Individually packed with utensils Quality of Food Requirements: Meals must be delicious, prepared in a clean, hygienic, and safe environment, served in large portions, spill-free, freshly made (not spoiled), and ready to be served at specified time. The supplier should guarantee that in the event of spoilage or poor-quality meals, they will immediately replace and provide the same at no additional cost. Note: Quality of food per serving during the food tasting should be identical with food to be delivered during contract implementation. The stated quantity might differ upon actual delivery/PO. Supplier must provide option for rescheduling, and/or modification due to possible changes in quarantine levels or agency announcement. The following documents shall be deemed to form and construed as part of this agreement: I. Quotation II. Request for Quotation III. Menu	93	Php 400.00	Php 37,200.00
Total Amount in Words: THIRTY SEVEN THOUSAND TWO HUNDRED PESOS ONLY					Php 37,200.00

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

Conforme: 
Clarissa Deborah G. Dormido
 (Signature over printed name)
February 6, 2025
 (Date)

Very truly yours,

JESSICA L. CASTRO
 CAO, Administrative Division

EDITHA R. BUENDIA
 Director IV, HRMAS

Funds Available: 
 ALOBS: **02-101101-2025-02-064**
 Amount: **₱ 37,200.00**
ARIEL J. BINA
 Chief Accountant