

# PURCHASE ORDER

## CITY OF CALAPAN

Supplier: <b>RA PARTY NEEDS AND CATERING SERVICES</b>	P.O. No.: <u>1541</u>
Address: <u>Ilaya, Calapan City</u>	Date: <u>07.25.24</u>
TIN: <u>931-815-730-001</u>	Mode of Procurement: <u>Small Value</u>
	PR No./s: <u>1190</u>

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

Place of Delivery: <b>CSWDD</b>	Delivery Term: <b>FOB Destination</b>
Date of Delivery: <u>within seven (30) days upon receipt of P.O.</u>	Payment Term: <b>N/60</b>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>Lot 1 - Meals and Snacks</b>			
1	pax	<b>1st day</b> <b>Snacks am:</b> Toasted siopao & drinks <b>Lunch:</b> Rice, grilled chicken, vegetable, gelatin and water <b>Snacks pm:</b> Carbonara & drinks	78	327.00	25,506.00
2	pax	<b>2nd day</b> <b>Snacks am:</b> Ham & cheese Sandwich and drinks <b>Lunch:</b> Rice, pork barbeque, chopsuey, gelatin, and water <b>Snacks pm:</b> Caramel bread and drinks	78	327.00	25,506.00

**(Total Amount in Words) FIFTY ONE THOUSAND TWELVE PESOS 51,012.00**

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 on the undelivered item/s.

Conforme:

**RA PARTY NEEDS AND CATERING SERVICES**  
Signature over Printed Name of Supplier

\_\_\_\_\_  
Date

Very truly yours,

  
**MARILOU F. MORILLO**  
City Mayor

(In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sanggunian Resolution No.: \_\_\_\_\_

Certified Correct:

\_\_\_\_\_  
Secretary to the Sanggunian

\_\_\_\_\_  
Date