



OFFICE OF CIVIL DEFENSE

Quality Form

Purchase Order

Document Code

QF-PMD-01

Revision No.

0

Effectivity Date

2019.08.15

Page No.

1 of 1

Supplier	5 J&C Place and Catering services	P.O. No.	CMS-PO-20-090
Address	180 E. Dela Paz St., Sta. Elena, Marikina City	Date	March 24, 2020
E-mail Address	josefina.magatas@gmail.com	Mode of Procurement	Emergency Procurement
Tel. No.	8646 1720 / 0917 519 8532 / 0932 861 6314	TIN	904-264-974-000

Gentlemen:

Please provide this office the following services subject to the terms and conditions contained herein:

Location of Service:	OCD-Warehouse Building Camp General Emilio Aguinaldo, Quezon City	Delivery Term:	Five (5) working days upon receipt of Purchase Order (PO)
		Payment Term:	Send Bill Arrangement

LOT NO.	UNIT	ITEM/DESCRIPTION				QTY	UNIT COST	AMOUNT
		Supply and Delivery of Meals for OCD Skeletal Personnel						
		Meal / Snacks	Serving Arrangement	Inclusive Date	Menu			
	Packs	Lunch	packed	26 March to 14 April (12 days excluding weekends and holidays)	Two (2) viands (choice of chicken, seafood, pork, beef, vegetables) with dessert and one beverage	50	200.00	₱120,000.00
		Dinner	packed			50	200.00	₱120,000.00
<p>Delivery Period: Five (5) working days upon receipt of Purchase Order (PO) Delivery Time: 11:00 AM and 6:00 PM Delivery Area: OCD-Admin. Building Camp General Emilio Aguinaldo, Quezon City Chargeable against the OCD QRF 2020</p> <p style="text-align: center;">xxx nothing follows xxx</p>								
TOTAL COST								₱240,000.00

(Total Amount in Words): Two Hundred Forty 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 (1) percent for everyday of delay shall be imposed.

Conforme:

[Signature]
JOSEFINA MAGATAS
 Signature over printed name of Supplier
 3/25/20
 Date

Very truly yours,

[Signature]
USEC RICARDO B JALAD
 Administrator

Funds Available:

LALAIN NECESARIO BARROGA
 Chief, Accounting Section

OBR No. :

Amount :