



OFFICE OF CIVIL DEFENSE		Docum. No.	QF-IPD-01
Quality Form		Revision No.	0
<h1>Purchase Order</h1>		Effectivity Date	2019.08.16
		Page No.	1 of 1
Supplier	5 J&C Place and Catering Services	P.O. No.	CMS-PO-19-229
Address	54 Champaca cor. Sampaguita St. Lopezville Subd., Mayamot Antipolo City	Date	11 November 2019
E-mail Address	josefina.magatas@gmail.com	Mode of Procurement	53.9 (Small Value Procurement)
Tel. No.	208-5230 / 646-1720 / 0917-519-8532 / 0917-332-6315	TIN	904-264-974-000

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

Location of Service:	EDSA Hall DND Building, Camp General Emilio Aguinaldo, Quezon City	Delivery Term:	13 November 2019
		Payment Term:	30 Working Days

LOT NO.	UNIT	ITEM/DESCRIPTION				QTY	UNIT COST	AMOUNT
1	pax	Provision of Meals and Catering Services for the MOA Signing Between NDRRMC and HWTC ICOW Mobile Water Compact Unit Name of Event: MOA Signing Between NDRRMC an HWTC ICOW Mobile Water Compact Unit Location: EDSA Hall DND Building, Camp General Aguinaldo, Quezon City Date of Event: 13 November 2019, 9:30 AM Delivery Date and Time: 13 November 2019, 8:00 AM Delivery Site: EDSA Hall DND Building, Camp General Emilio Aguinaldo, Quezon City				50	400	20,000.00
		Meals/Snack	Serving Arrangement	Inclusive Date	Menu			
		Meals	Cocktail or Buffet	13-Nov-19	Mini Sandwich Pastries Asst. Sushi Calamares Fresh Fruits Coffee Bottled Water Biko			
		Other Requirements: (as applicable) Use clean, biodegradable, environment friendly and/ or reusable containers for packed meals and snack. Free flow of hot beverage with choice of coffee and tea With enough number of waters / servers Inclusive of cocktail table set-up, table arrangement including skirtings as required by the end-user Flexible with dietary requirements (optional requirements) Payment: Must accept send bill policy as payment for services *** nothing follows ***						
TOTAL COST							P20,000.00	

(Total Amount in Words): **TWENTY 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]*
 Signature over printed name of Supplier
 Date: 11/19

Very truly yours,
[Signature]
USEC RICARDO B JALAD
 Administrator

Funds Available: *[Signature]*
LALAIN NECESARIO BARROGA
 Chief, Accounting Section

OBR No. : 02-10101-2019-11-0922
 Amount : 20,000.00

