



OFFICE OF CIVIL DEFENSE

Document No.

QF-IPD-01

Quality Form

Revision No.

0

Effectivity Date

2019.08.16

# Purchase Order

Page No.

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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	<a href="mailto:iosefina.magatas@gmail.com">iosefina.magatas@gmail.com</a>	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	<b>Provision of Meals and Catering Services for the MOA Signing Between NDRRMC and HWTC ICOW Mobile Water Compact Unit</b>  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							
		Meals/Snack	Serving Arrangement	Inclusive Date	Menu	Remarks			
		Meals	Cocktail or Buffet	13-Nov-19	Mini Sandwich Pastries Asst. Sushi Calamares Fresh Fruits Coffee Bottled Water Biko		50	400	20,000.00
		<b>Other Requirements: (as applicable)</b> 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 skirting as required by the end-user Flexible with dietary requirements (optional requirements)  <b>Payment:</b> Must accept send bill policy as payment for services  *** nothing follows ***							
						<b>TOTAL COST</b>	<b>₱20,000.00</b>		

(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.

Conforms:

Ms. CORAZON P. MAG-ARTAS  
 Signature over printed name of Supplier  
 11/17/19  
 Date

Very truly yours,

USEC RICARDO B. JALAD  
 Administrator

Funds Available:

LALAN NECESARIO BARROGA  
 Chief, Accounting Section

OBR No. :

Amount :

02-101101-2019-11-0922  
 20,000.00

