

# WORK ORDER

OFFICE OF CIVIL DEFENSE

Agency / Procuring Entity

Supplier :	5J & C PLACE AND CATERING SERVICES Sumulong Hway, Mayamot, Antipolo City	W.O. No. :	IPD-WO-0519-
E-mail Address :	<a href="mailto:josefina.magatas@gmail.com">josefina.magatas@gmail.com</a>	Date :	11 February 2019
Telephone No. :	(02)646-1720 / (02)208-5230 / 0917-519-85-32	Mode of Procurement :	Sec. 53.9 (Small Value Procurement)
TIN :	904-264-974-0000		

Gentlemen:

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

Location of Service: 2F Old NDRRMC Bldg., Office of Civil Defense, Camp General Emilio Aguinaldo, Quezon City	Delivery Term: 11 to 12 February 2019
	Payment Term: 30 Working Days

LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT
		Provision of Catering Services for the Two-Day Session to Finalize the OPCR CY 2018 and Crafting of the OPCR FY 2019			
	pax	Food / Meal Requirements (40 pax per day) for two (2) Days:			
	pax	AM Snacks (pastry and beverage)	80	P 100 P	8,000.00
	pax	Lunch (choice of beef, pork or chicken, fish, vegetable, and dessert with beverage and/or bottled water)	80	200	16,000.00
		PM Snacks (pasta and beverage)	80	90	7,200
		Inclusions: - All meals must be individually packed - Free flowing coffee for two (2) days			
		Terms and Conditions: - All quoted prices are inclusive of applicable tax, duties, and all other services; and  - Policy SEND BILL PAYMENTS/CHARGES after the service has been rendered.			
<b>TOTAL COST</b>					<b>P 31,200.00</b>

(Total Amount in Words):

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:

*M. Corason P. Magatar*  
Signature over printed name of Supplier

2/11/19  
Date

Very truly yours,

*[Signature]*  
LSEC RICARDO B. JALAD  
Administrator

Funds Available:

LALAN B NECESSARIO

Chief, Accounting Section

OBR No. :

Amount :

02-101101-2019-06-0258

Php 31,200.00

