



Department of Social Welfare and Development  
Field Office VII, Cebu City

**PURCHASE ORDER**

<b>Supplier:</b> JOSEPHINE'S CATERING SERVICES	<b>PO No.:</b> DSWD7-AMP-2024-265
<b>Address:</b> Villa Leyson Subd., Narra St., Blk, 6 Lot 23, Bacayan Cebu City	<b>Date:</b> 4/30/2024
<b>Contact No.:</b> 0942-345-6600	<b>Mode of Procurement:</b> NP-Small Value Procurement
<b>Contact Person:</b> Josephine A. Redoble	<b>TIN:</b> 205-154-477-000-0

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

<b>Place of Delivery:</b>	DSWD7-AVRC II, Labangon, Cebu City	<b>Delivery Term:</b>	Upon Actual Date of Activity
<b>Date of Delivery:</b>	Pls. see dates stated below	<b>Payment Term:</b>	within 30 calendar days after receipt of billing.
<b>Stock No.</b>	<b>Unit</b>	<b>Description</b>	<b>Quantity</b> <b>Unit Cost</b> <b>Amount</b>
		Provision of Catering Services for the conduct of the following activities	
		<b>1. CONFLICT MANAGEMENT</b>	
		<b>Date:</b>	
	<b>pax</b>	<b>May 10, 2024</b>	<b>50      370.00      18,500.00</b>
	<b>pax</b>	<b>November 8, 2024</b>	<b>50      370.00      18,500.00</b>
		<b>Meal:</b> 1 meal and 1 snacks (Lunch & AM snacks - Packed)	
		<b>2. WORLD MENTAL HEALTH WEEK</b>	
		<b>Dates:</b>	
	<b>pax</b>	<b>October 8, 2024</b>	<b>45      450.00      20,250.00</b>
	<b>pax</b>	<b>October 10, 2024</b>	<b>45      450.00      20,250.00</b>
		<b>Meal:</b> 1 meal and 2 snacks (Lunch, AM & PM snacks - Packed)	
		<b>Lunch Menu:</b> Rice, Soup, 2 main dishes (choices of: Beef/Pork/Chicken or Fish), 1 main dish: vegetables	
		<b>Dessert:</b> Choices of: fruits or cakes or salads	
		<b>Drinks:</b> choices of: at least 500ml bottled water or 330ml bottled natural juice or 240ml canned juice	
		<b>No serving</b> of Creamdory fish	
		<b>No serving</b> of Bam-E, Pansit or Bihon (as viand)	
		<b>Strictly No</b> Softdrinks & Flavored Bottled Drinks & Powdered Juices	
		<b>AM/PM Snacks:</b> Choices of: pasta, Noodles, Sandwiches, Pastries, Burgers or Native Kakanin and Natural Fruits Juice or Hot Choco if applicable	
		<b>Drinks:</b> Choices of: at least 330ml bottled natural juice or 240ml canned juice or hot chocolate	
		<b>Others:</b>	
		Food must be delivered: AM snacks (19AM); Lunch (11:00AM)	
		Service provider must submit the Statement of Account on the day of the delivery.	
		Service provider must inform the End-user ahead of time for any changes in the menu prior to the delivery	
		End-user will inform the service provider at least three (3) days prior to the conduct of meeting.	
		<b>Purpose:</b> Provision of packed meals & snacks for the participants of the activity	
		<b>END USER:</b> AVRC II	
		<b>(Ref: PR No.: DSWD7-2024-0464)</b>	

<b>(Total Amount in Words)</b>	<b>Seventy Seven Thousand Five Hundred Pesos</b>	<b>Gross Amount:</b>	<b>77,500.00</b>
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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.

Conforme: Signature over Printed Name of Supplier  
Date: 5/17/2024

Very truly yours   
**SHALAIN MARIE S. LUCERO, CESO IV**  
Regional Director

<b>Funds Available:</b> <b>PAOLO GILBERTO B. CAPUL, CPA</b> Regional Accountant	<b>ALOBS No.:</b> _____ <b>Amount:</b> _____
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