

46720

KC: NCDDP

# PURCHASE ORDER

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT

Supplier :	<b>IGOT'S CATERING</b>	PO No.: KC-NCDDP-17-473
Address :	Provincial Road Calumbuyan, Sogod, Cebu	Date : August 17, 2017
Contact No.	0916-184-0587	Mode of Procurement: Shopping

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

Place of Delivery:	Sogod, Cebu	Delivery Term: upon actual conduct of scheduled activity			
Date of Delivery:		Payment Term: 30 days from delivery and final receipt of billing of every activity			
Item No.	Qty.	Unit	Purchaser's Specifications	Unit Cost	Amount
			<b>Title of Activity</b>		
			<b>Monthly Cluster Technical Session</b>		
			<b>Cebu Cluster North 1- Sogod, Cebu</b>		
1	1	function room	A. Venue Rental *with free function room provided by the LGU		
				350.00	14,350.00
2	41	per	B. Catering Services *Buffet Lunch and Dinner: Rice, 3 Main courses, fruits and drinks (Natural juice & Bottled water). *2 snacks (AM and PM snacks) *with free mineral water Date of Activity: within September, 2017		
					14,350.00
				3%	430.50
				2%	287.00
					717.50
			PR#KC-NCDDP-17-261		
(Total Amount in Words)	Fourteen thousand Three hundred fifty pesos only			Total (less tax)	13,632.50

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.

Very truly yours,

**MA. EVELYN B. MACAPOBRE, CESO III**

Director IV

Conforme:

*ELDA P. IGOT* 8-31-17  
(Signature over printed name)

**HERMINIA L. CABANUG**

OIC- Assistant Regional Director for Administration

Funds Available:

**LOUIE RAY C. VILLARIN**  
Accountant III

Amount  
OR #

8/24/17 4pm

8/17/17  
JOSE S. JORE