

10266

PURCHASE ORDER
 DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT

Supplier : **ROMELYN R. GALANO** PO No.: KC-2018-0025
 Address : Upper Poblacion Pilar, Cebu Date : February 26, 2018
 Contact No. 9359323216 Mode of Procurement: Shopping
 Gentlemen: ms. Romelyn Galano

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

Place of Delivery: Pilar, Cebu Delivery Term: upon actual conduct of scheduled of activity

Date of Delivery Payment Term: 30 days from delivery and final receipt billing of activity

Item No.	Qty.	Unit	Purchaser's Specifications	Unit Cost	Amount
			I. Title of Activities:		
1	70	PAX	Municipal Fiduciary	250.00	17,500.00
			II. Catering Services		
			•Buffet Lunch : Rice, soup, 2 main dishes (with choices of vegetable, fish, chicken & pork/beef)		
			•Natural Juice		
			•AM & PM Snacks: Choice of Native Food, Bread and Pastries with drinks		
			•Others: Purified Drinking Water		
			III. Activity Date: MARCH 15, 2018		
			Municipal Fiduciary must be conducted within the month of March 2018		
			IV. Venue of Activity:		
			Pilar, Cebu		
					17,500.00
				3%	525.00
				2%	350.00
					/ 875.00
			PR & RFQ# KC-2018-0025		

MARCH 15, 2018

(Total Amount in Words) **Seventeen thousand and five pesos only** Total (less tax) **16,625.00**

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,

Conforme: **ROMELYN GALANO** 3/7/18
(Signature over printed name)

MA. EVELYN B. MACAPOBRE, CESO III
Director IV
For the Regional Director:
MARIE S. LUCERO
Director III / Assistant Regional Director for Operations

Funds Available: **LOUIE RAY C. VILLARIN**
Accountant III

Amount OR #

3/28/18