Appendix 61

PURCHASE ORDER

Department of Social and Welfare and Development
Field Office Region XIII CARAGA

Supplier Name:	**BUTUAN GRAND PALACE HOTEL**	Purchase Order No.:	**23-07-1163**
Address:	**Capitol Drive Butuan City**	Date:	**2023-07-17**
TIN:	**264-682-709-000**	Mode of Procurement:	**Lease of Real Property and Venue**
PhilGEPS No.:	______		

Gentlemen

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

Place of Delivery:	**Butuan City**	Delivery Term:	**As Per Book Schedule After Receipt of Approved P.O.**
Date of Delivery:	______	Payment Term:	**Within 30 Working Days After the Inspection and Acceptance Report is received**

#	Unit	Description	Quantity	Unit Cost	Total Cost
1	PAX	1 meal and 2 Snacks	40.00	500.00	20,000.00
2	PAX	3 Meals and 2 Snacks with Billeting	10.00	1,800.00	18,000.00
		"Catering Services: NATIONAL DISABILITY PREVENTION AND REHABILITATION WEEK"			
(Total Amount in Words)		**THIRTY-EIGHT THOUSAND PESOS ONLY**		***TOTAL***	**38,000.00**

COMMISSION ON AUDIT
DSWD FO XIII
OFFICE OF THE AUDITOR
RECEIVED
DATE: 8/1/2023 TIME: ______
BY: ______

ACCOUNTING SECTION
RECEIVED
DATE: 7/29/23
TIME: ______
BY: ______

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:

CHYRYL A. REYES
Signature Over Printed Name of Supplier

7-28-23
Date

Very truly yours,

MARI- FLOR A. DOLLAGA- LIBANG
Signature Over Printed Name of Authorized Official
Regional Director
Designation

Fund Cluster: 01
Fund Available: ______

GRETCHEN FERNANDEZ ESCALA
Signature Over Printed Name of Chief Accountant/Head of Accounting Division/Unit

DV No.: 23-07-8910 Date: ______
ORS/BURS No.: 23-07-9661 Date: ______
Source of Funds: 01
UACS Code: 50202010000
Responsibility Center: 000160-01-01-01
Amount: ₱ 38,000

*This agency adheres to "**NO GIFT ALLOWED**" policy pursuant to the provision of R.A 6713 known as the Code of Conduct and Ethical Standards for Public Official and Employees.*

*** To track your Voucher/Payment you my text in the following **PO [SPACE] PURCHASE ORDER NUMBER** and send to 09560847559 ***