

PURCHASE ORDER

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

Supplier Name: BUTUAN GRAND PALACE HOTEL	Purchase Order No.: 24-07-1022
Address: Capitol Drive Butuan City	Date: 2024-07-02
TIN: 264-682-709-000	Mode of Procurement: NP Small Value Procurement
PhilGEPS No.: _____	

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

Place of Delivery: Butuan City, Agusan del Norte	Delivery Term: Within the day of the booked schedule after receipt of approved PO.
Date of Delivery: July 18 - 19, 2024	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 for 2 days ACT TACTIC SESSION (2 Days without Billeting.) MENU: 1 Main Dish , 1 Side Dish, Drinks, Fruits, Rice, Dessert SNACKS: 1 Snack of Choice, Drinks	150.00	500.00	150,000.00
"Catering Services: ACT TACTIC SESSION (2 Days without Billeting.)"					
(Total Amount in Words)				TOTAL	150,000.00

COMMISSION ON AUDIT
OF THE DEPARTMENT OF SOCIAL AND WELFARE AND DEVELOPMENT
OFFICE OF THE AUDITOR
RECEIVED
DATE: 7/12/2024 TIME: _____
BY: [Signature]

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]
J.R. ARROYO CASGAPA
Sales & Operations Manager
Signature Over Printed Name of Supplier
Date: 7/12/2024

Very truly yours,

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

Fund Cluster: _____
Fund Available: _____

[Signature]
GRETCHEN FERNANDEZ ESCALA
Signature Over Printed Name of Chief Accountant/Head of Accounting Division/Unit
Date: 7/11

DV No.: 24-07-0160 Date: 7/12/2024
ORS/BURS No.: 24-07-0250 Date: 7/10/2024
Source of Funds: 101
UACS Code: 500001000
Responsibility Center: 00016-01-01-02-02
Amount: 150,000

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 may text in the following PO [SPACE] PURCHASE ORDER NUMBER and send to 09560847559 **