

# PURCHASE ORDER

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT  
IBP Road, Constitution Hills, Quezon City

# 251

Supplier :	<b>LETTERED L FOOD SERVICES, INC.</b>	PO No. :	<b>2018-03-0178</b>
Address :	H27 Hon. Benito Soliven II, Loyola Grand Villas, Q.C.	Date :	March 20, 2018
Tel. No. :	522-0000 loc. 2398/ 0935-982 3853	Mode of Procurement :	Negotiated Procurement - Small Value
Philgeps #:	2010-70064		
TIN :	006-723-81		

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

Place of Delivery:	Landbank Plaza Malate	Payment Term:	Advise to Debit Account (ADA)
Date of Delivery:	March 21, 2018	Payment Term:	Fifteen (15) to Thirty (30) days upon receipt of billing statement & complete supporting documents for every conduct of each batch

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
	pax	<b>FOOD FOR 400 pax for the PRAISE Awards Ceremony</b> Date : March 21, 2018 Venue: Landbank Plaza, Malate Suggested Menu: Plain Steamed Rice with three (3) viands such as vegetables, chicken, beef or fish (NO PORK) and fruit salad or cake for dessert Drinks: Iced Tea or fresh juice (bottomless), free flowing coffee and water Type of Service: Guided Buffet with standby uniformed personnel With Table Arrangement: *30 round tables good for 10 pax with chairs *Table cover theme: Gold Note: *AM Snack may be converted to cocktails (400 x P75.00) PM Snack (400 x P75.00) Dinner (400 x P350.00) Contact Person: Ms. Tin Bahillo, HRDS Tel. No. : 931-8101 local 100/101  AOQ NO.: 18-0240 NP-SV PR No. : 2018030670	400	500.00	200,000.00

(Total Amount in Words) P 200,000.00  
**TWO HUNDRED THOUSAND PESOS ONLY**

In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

As a condition for payment, the supplier/service provider is required to submit the duly notarized Omnibus Sworn Statement together with the signed copy of this P.O. within three (3) days from the date the copy was served through facsimile machine.

Conforme: Very truly yours,

*PAULINE J. FLORES*  
PAULINE J. FLORES / 3-21-18  
Signature over printed name of Supplier  
March 21, 2018  
Date

**CESAR AQUINO**  
Signature over Printed Name of Authorized Official  
OIC-Director, Human Resource Development Service  
Designation

Fund Cluster: _____ Funds Available: _____  <p style="text-align: center;"><i>JUBIE LEAH MAE S. COLES</i> Signature over Printed Name of Chief Accountant/ Head of Accounting Division/Unit</p>	ORS/BURS No.: _____ Date of the ORS/BURS: _____ Amount: _____
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