

# PURCHASE ORDER

**Department of Education - Schools Division of South Cotabato**

Supplier: <b>WAN-BAN CATERING SERVICES</b>	P.O. No.: <b>24-154</b>
	Date: <b>October 16, 2024</b>
Address: Purok Villegas, Brgy. Zone III	PR No.: <b>DSC-24-09-149</b>
TIN No.: 449-418-890-00000	Mode of Procurement: <b>Other Negotiated Procurement (50K or less)</b>

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

Place of Delivery: <b>Conference Hall, Schools Division of South Cotabato</b>	Delivery Term: <b>One (1) Calendar day/s</b>
Date of Delivery: <b>October 23, 2024</b>	Payment Term: <b>15 Calendar Days</b>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<b>Supply and Delivery of Meals and Snacks for the conduct of Capacity Training-Workshop on the Implementation of the Teaching Manual on Child's Rights on October 23, 2024</b>	1		<b>9,875.00</b>
	pax	October 23, 2024	25	395.00	<b>9,875.00</b>
		AM Snacks: Suman with mango and drinks in can*			
		Lunch: Rice, Beef Nilaga, Fried Chicken, Fried Bangus, Macaroni salad, Fruits*			
		PM Snacks: Meat bread and drinks in can*			
		note: Free flowing coffee***			

x-x-x-x-x-x-x-x-x-x-x-x-x Nothing follows x-x-x-x-x-x-x-x-x-x-x-x-x

**TOTAL: Php 9,875.00**

**(Total Amount in Words) Nine Thousand Eight Hundred Seventy-Five Pesos**

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 to undelivered items.

Very truly yours,

**LEONARDO M. BALALA, CESO V**

Schools Division Superintendent  
Head of the Procuring Entity (HoPE)

Conforme:

**WAN-BAN CATERING SERVICES**

Signature over Printed Name

*10/22/24*

Date

Fund Cluster: \_\_\_\_\_

Funds Available: \_\_\_\_\_

ORS/BURS No. : 2024-10-06786

Date of the ORS/BURS : 17 OCT 2024

Amount : 9875.00

**CARLO P. DIVEDOR, CPA**

Signature over Printed Name