

**PURCHASE ORDER**  
**PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS**

Supplier :	MONICAN'S CATERING AND EVENTS SERVICES	P.O. No. :	2022-05-032
Address :	STA. MONICA, SAN LUIS BATANGAS	Date :	May 23, 2022
TIN :	420-787-725-000	Made of Procurement :	NP-SVP

Gentlemen

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

Place of Delivery :	5TH SAMPAGA WEST, BRGY. SAMPAGA, BATANGAS CITY		Delivery Term :		
Date of Delivery :			Payment Term :	WITHIN 30-45 CALENDAR DAYS AFTER THE COMPLETE DELIVERY OF THE ITEMS	
Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	LOT	GRADUATION STAGE DECORATION - INCLUDES ONE (1) LONG TABLE FOR THE MASS, TWO (2) SKIRTED TABLES FOR HOLDING DIPLOMAS AND MEDALS DURING THE GRADUATION AND EIGHT (8) WOODEN CARVED CHAIRS	1	22,500.00	22,500.00
2	PIECE	RENTAL OF RED CARPET - 2.5 METERS x 70 METERS	1	4,500.00	4,500.00
3	LOT	FLOWER ARRANGEMENT - FRESH SUNFLOWERS AND OTHER FRESH FLOWERS THAT COMPLEMENT THE DESIGN	1	30,000.00	30,000.00
4	LOT	COMPLETE SET-UP OF THE DINING AREA & CATERING SERVICE - WITH ONE (1) BUFFET TABLE, ONE (1) PRESIDENTIAL TABLE, SEVENTEEN (17) CIRCULAR TABLES WITH SKIRTING/ COVER WITH EIGHT(8) MONOBLOC CHAIRS WITH WHITE CLOTH COVER PER TABLE - DINNERWARE - MEALS FOR 141 PAX (RICE, 2 VIANDS, 1 SIDE-DISH, DESSERT, BEVERAGE)	1	36,660.00	36,660.00
(Total Amount in Words)					₱93,660.00
NINETY-THREE THOUSAND SIX HUNDRED SIXTY PESOS ONLY					

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 on the undelivered item/s.

Conforme:

*Amformalejo*  
**ANNA LIZA FORMALEJO**

Signature over Printed Name of Supplier

4-3-2022

Date

Very truly yours,

*Jose M. Andaya, D.T.*  
**JOSE M. ANDAYA, D.T.**

Signature over Printed Name of Authorized Official

Campus Director

Designation

Fund Cluster : 0101101  
 Funds Available : Php 93,660.00

*Crispina Rowina M. Maquimot*  
**CRISPINA ROWINA M. MAQUIMOT**

Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No. : 02-10101-2022-05-0183Date of the ORS/BURS: 05/23/22Amount : Php 93,660.00