



PURCHASE ORDER
NIA MIMAROPA REGIONAL OFFICE
Entity Name

Supplier: NAUJAN TRAVELLER'S INN AND RESTO BAR		P.O. No. 2024-01-004			
Address: Barcenaga, Naujan, Or. Mindoro		Date: JAN 08 2024			
TIN 296-606-548-000 nonvat		Mode of Procurement: SVP			
Gentlemen: Please furnish this Office the following articles subject to the terms and condition contained herein.					
Place of Delivery: NIA MIMAROPA Regional Office		Delivery Term: FULL / FOB Destination			
Date of Delivery: January 9-11, 2024		Payment Term: within 30 days from date of delivery			
Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	Procurement for the Supply and Delivery of Meals and Snacks for Workshop on the Formulation of OPCR/DPCR and Strategic Planning for CY2024 I. AVAILABILITY Dated: January 9-11, 2024 II. LOCATION a. NIA MIMAROPA Region, Bayanan II, Calapan City III. MEALS and SNACKS January 9, 2024 i. BREAKFAST (9 pax) : packed ii. AM SNACKS (39 pax) : buffet iii. LUNCH (39 pax) : buffet iv. PM SNACKS (39 pax) : buffet v. DINNER (39 pax) : buffet January 10, 2024 i. BREAKFAST (9 pax) : packed ii. AM SNACKS (39 pax) : buffet iii. LUNCH (39 pax) : buffet iv. PM SNACKS (39 pax) : buffet v. DINNER (39 pax) : buffet January 11, 2024 i. BREAKFAST (9 pax) : packed ii. AM SNACKS (39 pax) : buffet iii. LUNCH (39 pax) : buffet iv. PM SNACKS (39 pax) : buffet v. DINNER (9 pax) : packed <u>Note:</u> A. With provisions every packed meal with drinks: a.1. Breakfast and last dinner of the activity: to be packed per person a.2. Assisted Buffet (AM Snacks to dinner) 1. rice for lunch/dinner 2. at least 3 viands per meal (pork, beef, chicken, vegetables) 3. dessert (fresh fruits / salad / jelly) 4. clean spoon, fork & table napkin/tissue 5. bottled water B. Snacks with drinks 1. sandwich with side dish/ Filipino delicacies 2. lemonade juice / tea/ fresh fruit juice C. Overflowing coffee with additional hot choco and mixed nuts: free of charge ****nothing follows***	1	123,000.00	123,000.00
TOTAL AMOUNT IN WORDS: ONE HUNDRED TWENTY-THREE THOUSAND 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 delay shall be imposed on the undelivered item/s.					
Conforme:		Very truly yours,  ENGR. ROMILIO M. CERVANTES Acting Regional Manager			
		Signature over Printed Name of Supplier			
		Date			
Fund Cluster:	501 LFPs	ORS/BURS No.: 12-0121-2024-01-002971			
Funds Available:	Php 132,810.00	Date of the ORS / BURS: 1/21/2024			
		Amount: Php 123,000.00			
		 MA. ELOISA M. MUERTO Financial Planning Specialist B			