

Philippine Rice Research Institute - Bicol  
Brgy. Batang, Ligao City  
Telefax (044) 456-0415 to 0426 Loc 208, Phone: (044) 456-0403

### PURCHASE ORDER

Supplier	LA TERRAZA RESTAURANT		PO No	PO-RCP22-04-0004	
Address	Carmel Heights, Kawa-Kawa, Tuburan, Ligao City, Albay, Philippines		Date	04/14/22	
TIN	VAT Reg. TIN: 400-072-655-000	Mode of Procurement	Small Value Procurement		

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

Place of Delivery	DA-PhilRice Bicol	Delivery Term	N/A		
Date of Delivery	April 17-29, 2022	Payment Term	Check, 30 CDs		

Item Code	Item Description	Unit	Qty	Cost	Amount
	Procurement of Meals and Snacks for the conduct of RCEF Training of Trainers (TOT) on the Production of High-Quality Inbred Rice and Seeds and Farm Mechanization In Albay on April 17-29, 2022	lot	1	301,725.00	301,725.00
	<b>Date and Quantity:</b>				
	April 17, 2022: Dinner for 45 pax				
	April 18-28, 2022: Breakfast, AM Snack, Lunch, PM Snack, Dinner for 45 pax/day				
	April 29, 2022: Breakfast, AM Snack, Lunch for 45 pax/day				
	<b>Menu:</b>				
	Meat: 1 natural juice drink/coffee, 1 water, 1 dessert/fruit, 1 rice, 1 soup, 2 meat or seafood dishes, 1 vegetable, 1 salad				
	Snacks: 1 natural juice drink/coffee, 1 water, 1 bread/noodle or pasta dish/native cakes/others, 1 fruit dessert				
	<b>NOTE:</b>				
	*Provide table of menu corresponding to the quoted price from which the end-user may select meals/snacks for each day. Availability of Halal Food. Strictly no softdrinks				
	*Sight inspection will be scheduled prior to the evaluation of the quotation				
	*Free skirting and use of seat covers and linen (as needed)				
	*Provision of Monoblock tables and chairs (as needed) and free-flowing coffee and water				
	*Additional Requirement: Company's Profile and Sanitary and Health Permit				
	*Must have a standby attendant/waiter during the event				
	*Catering Service Style/s: Managed Buffet				
	*Caterer with Lowest Calculated Quotation shall agree to provide a taste test of chosen Menu for the BAC Members and TWG with approximately 5-7 persons				
	<b>***nothing follows***</b>				

Amount in Words	Three Hundred One Thousand Seven Hundred Twenty-Five Pesos and 00/100	301,725.00
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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:

*NARE C. PENILLA*  
Signature over Printed Name of Supplier  
4/14/22  
Date

Very truly yours, *V*  
VICTORIA C. LAPITAN  
Authorized Official  
4/14/22  
Date

Funds Available: <i>LOVELY P. ESPIRITO</i> Accountant 4/14/22 Date	ORS NO.	
	ORS DATE	
	AMOUNT	

