TN # 930391

Appendix 61

PURCHASE ORDER

Department of Education - Division of General Santos City

Supplier: **GREENLEAF HOTEL GENSAN**	P.O. No.:PO **2023 - 03 - 061**
Address: San Miguel St., Brgy. Lagao, General Santos City	Date: APR 11 2023
TIN:	Mode of Procurement: Alternative - Lease of Real Property

Gentlemen:

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

Place of Delivery: General Santos City	Delivery Term: within 1 day/s
Date of Delivery:	Payment Term: Auto Debit Account

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pax	Day 1: Catering Services with Venue and Accomodation: Two (2) Meals (Rice, 3 Main Course, Soup, Dessert and Drinks) for Lunch and Dinner with Two (2) Snacks for Morning and Afternoon Session on April 12, 2023	22	1,800.00	39,600.00
	pax	Day 2: Catering Services with Venue and Accomodation: Three (3) Meals (Rice, 3 Main Course, Soup, Dessert and Drinks) for Breakfast, Lunch and Dinner with Two (2) Snacks for Morning and Afternoon Session on April 13, 2023	22	1,950.00	42,900.00
	pax	Day 3: Catering Services with Venue: One (1) Meal (Rice, 3 Main Course, Soup, Dessert and Drinks) for Breakfast on April 14, 2023	22	150.00	3,300.00
		Nothing Follows			- - - - -

COMMISSION ON ... RECEIVED DATE: MAR 13 2023 TIME: 2:04 BY:

Regional Workshop on FAR 1 and 1A Alignment and Reconciliation for FY 2023 April 12-14, 2023
(M. Henares)

(Total Amount in Words) Eighty Five Thousand Eight Hundred Pesos and 00/100 only	**85,800.00**

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:

SHEENA YEN J. ROMA
Signature over Printed Name of Supplier

04-12-2023
Date

Very truly yours,

ISAGANI S. DELA CRUZ, CESO V
Schools Division Superintendent

Fund Cluster: _____
Funds Available: _____

SANDRA J. LACHICA, CPA
Accountant III

ORS/BURS No.: _____
Date of the ORS/BURS/: _____
Amount: _____