



**PURCHASE ORDER**  
Department of Education - Division of General Santos City

Supplier: <b>GREENLEAF HOTEL GENSAN</b>	P.O. No.: PO 2023 - 05 - 085
Address: San Miguel St., Brgy. Lagao, General Santos City	Date: <b>MAY 30 2023</b>
TIN:	Mode of Procurement: Alternative - Lease of Venue

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

Place of Delivery: <u>General Santos City</u>	Delivery Term: within 2 day/s
Date of Delivery:	Payment Term: Auto Debit Account

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pax	Catering Services with Hotel Venue: (1) Meal (Rice, 3 Main Course, Soup, Dessert and Drinks) with Two (2) Snacks for Morning and Afternoon Sessions on May 30, 2023	42	800.00	33,600.00
	pax	Catering Services with Hotel Venue: (1) Meal (Rice, 3 Main Course, Soup, Dessert and Drinks) with Two (2) Snacks for Morning and Afternoon Sessions on May 31, 2023	42	800.00	33,600.00
General Specifications: *One (1) Big Function Room with atleast 50 pax capacity *LED Wall *One (1) LCD Projector *Atleast 2 standby microphone *Fully Air-conditioned Hall *High Wifi Connectivity *Free-flowing coffee; <p align="center">***** nothing follows *****</p>					

Induction Program Cum Strengthening the Capacities of Newly Installed PSDS and School Heads on School Governance and Operations and on Curriculum Implementation (SY 2023-2024)

(JM Castino)

<b>(Total Amount in Words) Sixty Seven Thousand Two Hundred Pesos and 00/100 only</b>	<b>67,200.00</b>
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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

Conforme:

Very truly yours,

Signature over Printed Name of Supplier

Date

**ISAGANI S. DEZA CRUZ, CESO V**  
Schools Division Superintendent

Fund Cluster: _____	ORS/BURS No.: _____
Funds Available: _____	Date of the ORS/BURS/: _____
 <b>MARK ANTHONY D. ESCAMILLA, CPA</b> OIC - Office of the Accountant III	Amount: _____