



PURCHASE ORDER
Department of Education
SCHOOLS DIVISION OF DIGOS CITY
Agency / Procuring Entity



Supplier :	GLORIA'S EVENT CATERING SERVICES	P.R. No.:	25-05-074
Address :	Roxas Extension, San Antonio Village, Zone II, Digos City, Davao del Sur	P.O. No.:	25-05-0090
Contact No. :	0999 188 1132 / 0991 216 3821	Date:	May 26, 2025
TIN :	183-591-777-000	Mode of Procurement:	Lease of Real Property and Venue

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

Place of Delivery : **DEPED DIGOS CITY DIVISION**
COR. ROXAS & LOPEZ JAENA STS., DIGOS CITY

Date of Delivery : **June 10-11, 2025**

Payment Term : **WITHIN 30 DAYS**

ITEM NO.	UNIT	DESCRIPTION	QTY	UNIT COST	AMOUNT
Lot 1		Procurement of Catering Services for the Conduct of RESEARCHMIND : Empowering Leaders and Teachers' Competencies in Research on June 10-11, 2025 Place of delivery: Division Conference Hall, Schools Division Office of Digos City, Digos City Type of serving: Buffet type			
	head	Day 1 - June 10, 2025 AM Snacks: Suman malagit with slice of ripe mango and canned fruit juice Lunch: Egg and corn soup, steamed rice, grilled fish, beef steak, native chicken tinola, fresh fruits, and lemon juice PM Snacks: Hawaiian sandwich (non-pork) and canned fruit juice	44	400	17,600.00
	head	Day 2 - June 11, 2025 AM Snacks: Empanada chicken, camote fries, and fresh fruit juice (mango) Lunch: Rice, pork menudo, tuna kinilaw, garlic chicken, egg soup, macaroni salad, and cucumber fresh juice PM Snacks: Clubhouse sandwich, French fries, and fresh fruit orange juice Inclusions: Pika-pika, tarpaulin for backdrop 4x6ft., available water and coffee	44	400	17,600.00


		SUBJECT TO WITHHOLDING TAX	TOTAL	
Total Amount in words:	Thirty Five Thousand Two Hundred Pesos Only			P35,200.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Very truly yours,

MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

Conforme:


Signature over printed name of Supplier
Date 6/3/25

Funds Available:

MA. FLORINEL GALLARDO, CPA
Accountant III

ORS No: _____

Amount: _____

