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PURCHASE ORDER			
Department of Education SCHOOLS DIVISION OF DIGOS CITY <i>Agency / Procuring Entity</i>			
Supplier :	HOTEL DE CRISBELLE	P.R. No.:	25-05-080
Address :	San Jose, Digos City	P.O. No.:	25-11-0199
Contact No. :	(082) 551-87504	Date:	November 5, 2025
TIN :	142-570-	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 :	As per schedule needed		
Payment Term :	WITHIN 30 DAYS		

ITEM NO.	UNIT	DESCRIPTION	QTY	UNIT COST	AMOUNT
lot 1	head	Lease of Venue with Meals and Snacks for the 2025 Year-End Partners Convergence and Recognition on December 5, 2025 (Recanvass) 5-Dec-25 AM Snacks: Clubhouse sandwich, fruit juice, and bottled water Lunch: Birds' nest soup, orange chicken, beef kare-kare, chicken chopsuey, plain rice, fresh fruits, bottled water, and canned fruit juice PM Snacks: Tuna sandwich, fruit juice, and bottled water	100	600.00	60,000.00
SUBJECT TO WITHHOLDING TAX			GRAND TOTAL		
Total Amount in words: Sixty Thousand Pesos Only					P60,000.00

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.

Conforme:

Ronalyn De Cerande
 Signature over printed name of Supplier

Date: 11/11/25

Very truly yours,

MELANIE ESTACIO, PhD, CESO VI
 Schools Division Superintendent

Funds Available:

MA FLORINEL GALLARDO, CPA
 Accountant III

Date: 11/11/25

ORS No: 1851

Amount: 60,000

