

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

Supplier : **MEGAN FUNCTION HALL**
 Address : **Corner Lim Bataan Aplaya, Digos City**
 Contact No. :
 TIN :

P.R. No.: **25-08-117**
 P.O. No.: **25-10-0168**
 Date: **October 7, 2025**
 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 and Meals and Snacks for the activity: Linking Clean Hands To Clear Data: Strengthening WINS Through Disease Surveillance on November 14, 2025 November 14, 2025 AM Snacks: Chicken empanada, camote fries, and orange juice Lunch: Plain rice, chicken and corn soup, grilled tuna, beef steak, chicken adobo, fresh fruit medley, and fruit juice PM Snacks: Chicken siopao with French fries, and calamansi juice Inclusions: Overflowing coffee, pica-pica/finger food, tarpaulin for backdrop, sound system with 3 wireless microphones, WiFi, LCD projector with screen, whiteboard and markers	112	583.00	65,296.00
SUBJECT TO WITHHOLDING TAX			GRAND TOTAL		
Total Amount in words: Sixty Five Thousand Two Hundred Ninety Six Pesos Only.			P65,296.00		

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.


Conforms:



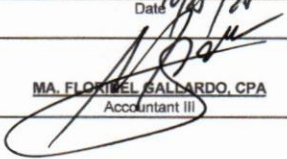
 Signature over printed name of Supplier

 Date: 10/7/25

Very truly yours,


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

Funds Available:


MA. FLORIBEL SALLARDO, CPA
 Accountant III

ORS No: 1625
 Amount: 65,296

COMMISSION ON AUDIT RECEIVED
 BY: 9
 DATE: 27 OCT 2025
 TIME: 9:21