

## PURCHASE ORDER



Department of Education  
SCHOOLS DIVISION OF Digos City  
Agency / Procuring Entity



SNP/44

Supplier: TWIN MOUNTAIN VIEW REPORT CORPORATION  
Address: Brgy. Managa, Bansalan, Davao del Sur  
Contact No: \_\_\_\_\_  
TIN: \_\_\_\_\_

P.R. No: 26-12-197  
P.O. No: 26-12-929  
Date: December 26, 2025  
Mode of Procurement: Small Value Procurement

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	<p>Lease of Real Property and Venue with Meals, Snacks and Accommodation for the Conduct of Activity titled Enhancing Procurement Competence: Workshop on the New Government Procurement Act (RA 12009) on December 28-29, 2025</p> <p>Day 1 - December 28, 2025</p> <p>AM Snacks: Baked macaroni and canned fruit juice</p> <p>Lunch: Steamed rice, egg and corn soup, garlic chicken, beef steak, assorted steamed vegetables with sawsawan, fresh fruits (pineapple &amp; papaya), and bottled soft drinks</p> <p>PM Snacks: Two (2) pieces banana turon and fresh buko juice</p> <p>Dinner: Plain rice, fish fillet, beef menudo, chop suey, cream of mushroom soup, and fresh fruit (watermelon)</p> <p>Day 2 - December 29, 2025</p> <p>Breakfast: Steamed rice/fried rice, chicken longganisa, corned beef with green peas, boiled egg, brewed coffee / hot chocolate, and pandesal with butter and cheese</p> <p>Inclusions: Projector, hot/cold water, overflowing coffee and milo, sound system, clean comfort rooms with hand soap, and alcohol</p>	25	2,000.00	50,000.00



SUBJECT TO WITHHOLDING TAX

GRAND TOTAL

Total Amount in words: Fifty Thousand Pesos Only. ₱50,000.00

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.

Very truly yours,

MELANIE S. STACIO, PhD, CESO VI  
Schools Division Superintendent

Conforme:

Vico B. Torres TWIN MOUNTAIN VIEW REPORT CORPORATION

Signature over printed name of Supplier

Jan. 12, 2026

Date

Funds Available:

ORS No.:

27889

MA. FLORIMEL GARCIA, CPA  
Accountant II

Amount:

50,000