



PURCHASE ORDER

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

P.R. No.: **2026-06-0022**
P.O. No.: **2026-06-0025**
Date: **June 15, 2026**
Mode of Procurement: **DIRECT ACQUISITION**

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 : **UPON COMPLETION OF DOCUMENTARY REQUIREMENTS**

ITEM NO.	UNIT	DESCRIPTION	QTY	UNIT COST	AMOUNT
1	heads	Procurement of catering Services for the Strengthening Curriculum Understanding: Deepening Sessions on the Revised Grades 6, 9 and 10 Curriculum on June 19-20, 2026 Meal Specifications: DAY 1 AM Snacks: special mamon, and bottled fresh fruit juice Lunch: Steamed rice, garlic chicken, chicken chopsuey, apple, and bottled water PM Snacks: cheesy ensaymada and bottled fresh fruit juice Inclusions: Overflowing coffee with hot and cold water, Finger foods (peanuts/crackers/krupeck), 8x16 ft tarpaulin, 1 VIP table with chairs (for trainers) DAY 2 AM Snacks: Sliced banana cake, and bottled fresh fruit juice Lunch: Steamed rice, pinoy bistek, buttered chicken, ponkan/orange and bottled water PM Snacks: sliced butted cake slice and bottled fresh fruit juice Inclusions: Overflowing coffee with hot and cold water, Finger foods (peanuts/crackers/krupeck), 8x16 ft tarpaulin, 1 VIP table with chairs (for trainers)	100 for 2 days	500	100,000.00
SUBJECT TO WITHHOLDING TAX			GRAND TOTAL		

Total Amount in words: One Hundred Thousand Pesos Only. **P100,000.00**

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 T. Estacio
MELANIE T. ESTACIO, PhD, CESO VI
Schools Division Superintendent

Conforme:

Wendy M. Sambon
Signature over printed name of Supplier
June 17, 2026
Date



Funds Available:

MA. FLORINE L. SALLARDO
MA. FLORINE L. SALLARDO, CPA
Accountant III

763
100,000