



## PURCHASE ORDER

Supplier: **CRAIGVILLE RESORT AND RECREATION CENTER INC.**  
 Address: **Goa, Camarines Sur**

P.O. No. **074 s. 2018**  
 Date: \_\_\_\_\_  
 Mode of Procurement: **Negotiated**

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

Place of Delivery: **CSPC, Supply and Property Office**  
 Date of Delivery: **30 days after the receipt of Purchase Order**

Delivery Term: **30 days**  
 Payment Term: **upon delivery and inspection**

Item No.	Unit	Qty.	ARTICLES/SPECIFICATION	Unit Cost	Amount
1	pax	460	Breakfast (x1)	50.00	23,000.00
2	pax	460	Snacks (x4)	40.00	73,600.00
3	pax	460	Lunch (x2)	80.00	73,600.00
4	pax	460	Dinner (x1)	80.00	36,800.00
<b>COMMISSION IN AUDIT</b> 					

- Procurement of Meals the 1<sup>st</sup> ESGP-PA Leadership Training -

(Amount in Words) **Two Hundred Seven Thousand Pesos Only** P 207,000.00

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

Conforme:

Very truly yours,

**CRAIGVILLE RESORT AND RECREATION CENTER INC.**

**DR. DULCE F. ATIAN**

(Signature over printed name)

(Authorized Official)

7/17/18  
 (Date)

Requisitioning Officer/Dept.

Funds Available:

**MARITES A. BERMAL**  
 Procurement Officer

**HAZEL V. PAGUIO**  
 Accountant III

Amount: \_\_\_\_\_  
 ALOBS No. \_\_\_\_\_