




Republic of the Philippines  
**UNIVERSITY OF SOUTHEASTERN PHILIPPINES**  
 Obredo Campus, Bo, Obredo, Davao City

Supplier : Sum's Garden Events Place  
 Address : Ferido St. Makilam tagum City  
 TIN : 927 857 445 000

P.O. No. : 2019-09 - 0772  
 Date : September 26, 2019  
 Mode of Procurement : Catering Services

Gentlemen:

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

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
Place of Delivery : _____					
Date of Delivery : <u>9/26-27/19</u>					
Delivery Term : 25 days					
Payment Term : 15 days					
<b>September 26, 2019</b>					
	pax	Lunch	20	150.00	3,000.00
	pax	Snacks	20	65.00	1,300.00
	pax	Dinner	20	200.00	4,000.00
<b>September 27, 2019</b>					
	pax	Breakfast	20	150.00	3,000.00
	pax	A.M. Snacks	835	65.00	54,275.00
	pax	Lunch	835	300.00	250,500.00
	pax	P.M. Snacks	835	65.00	54,275.00
*****Nothing Follows*****					
 RECEIVED BY: <u>Janelly</u> DATE/TIME: <u>SEP 26 2019 11:04:00 AM</u>					
<b>Total Amount</b> . . . . .					<b>370,350.00</b>
less tax 2%					<b>6,613.39</b>
less tax 5%					<b>16,533.48</b>
					<b>23,146.87</b>
Three Hundred Forty Seven Thousand Two Hundred Three Pesos & 13/100					
<b>347,208.13</b>					

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 on the undelivered item/s.

Conforme:

JANET A. DAVANAN 9/25/19  
 Signature over Printed Name of Supplier  
 Date

Very truly yours,  
[Signature]  
**DR. LOURDES C. GENERALAO**  
 Signature over Printed Name of Authorized Official  
 Vice President for Administration  
 Designation

Fund Cluster : D-RAF

Funds Available : PROF. ANDRES B. ENRIQUEZ  
 Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No. : 02201101019-09-001442  
 Date of the ORS/BURS: 9/25/19  
 Amount : P 370,350.00  
9/25/19