



# PURCHASE ORDER

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

Supplier : **BLUE LOTUS HOTEL**  
Address: **ECOLAND, DAVAO CITY**  
TIN : **009-856-189-000 VAT**

P.O. No. : **2019-12-1389**  
Date : **Dec. 6, 2019**  
Mode of Procurement : **Small Value Procurement**

Gentlemen: **Nov. 27, 2019 2PM @ ASD/BAC Office**  
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : **UHC**  
Date of Delivery : **DEC 10 2019**  
Delivery Term : **25 days**  
Payment Term : **15 days**

PROPERTY No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<b>Food &amp; Venue</b> - Buffet Lunch & Dinner - 2 Snacks (AM & PM) Function area (10 hours of use) Inclusions: projector wide screen, WIFI access, sound system with wireless microphones, rostrum, water station, flowing coffee, etc.  ***nothing follows***	60	1,600.00	96,000.00
<b>Total Amount</b>					96,000.00
less tax 2%					1,714.29
less tax 5%					4,285.71
					90,000.00

(Total Amount in Words) **Ninety Thousand Pesos Only**

In case of failure to make the full delivery within the time specified above, a penalty of one percent (1/100) of one percent for every day of delay shall be imposed on the undelivered items.

Conforme:

*Handwritten Signature*  
**CLARA B. ROMAS**  
**BLUE LOTUS HOTEL**  
Signature over Printed Name of Supplier  
**12/10/19** Date



truly yours,  
*Handwritten Signature*  
**MA. LUISA B. FAUNILLAN**  
Signature over Printed Name of Authorized Official  
**Vice President for Administration**  
Designation

Fund Cluster : **05-IGF**  
Funds Available :

ORS/BURS No. : **02-206441-2019-11-3528**  
Date of the ORS/BURS: **11-9-2019**

Amount : **96,000.-**

Bank: **DBP 0915-010315-030**

*Handwritten Signature*  
**ROLANDO ENRIQUEZ**  
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit  
*Handwritten Signature*

*Handwritten Signature*