



Republic of the Philippines  
 Department of National Defense  
**OFFICE OF CIVIL DEFENSE VI**

Camp Gen. Martin Teofilo B. Delgado, Fort San Pedro, Iloilo City  
 TELEFAX: (033) 337-6671/336-9353 EMAIL ocdrc6@gmail.com

**PURCHASE ORDER**

Supplier : <u>CK Trumart Foods Corp.</u>	P.O. No. <u>2020-12-VDD4</u>
Address : <u>CKGICC, Mandurriao, Iloilo City</u>	Date : <u>DEC 15 2020</u>
TIN : _____	Mode of Procurement : _____

Gentlemen:

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

Place of Delivery : _____	Delivery Term : _____
Date of Delivery : _____	Payment Term : _____


Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pax	Provision of catering services intended for the 65-room with 65 pax capacity of the Kontra Covid-19 Isolation Facility for the Municipality of Concepcion, Iloilo on December 17-31, 2020 & January 1-5, 2021	65		
		<b>Specific Requirements:</b>			
		<b>I. MEALS:</b>			
		a. Provision of meals (minimum of 2 main dishes) with different variety of foods for <b>Breakfast, Lunch and Dinner</b> for the said activity.			
		a.1. Breakfast for 65 pax (20 days)			
		a.2. Linch for 65 pax (20 days)			
		a.3. Dinner for 65 pax (20 days)			
		<b>II. OTHER REQUIREMENTS</b>			
		All meals must be served packed			
		Shall assure reasonable serving per dish, good quality of food and maintain high standard of sanitation.			
		Flexibility of dietary requirements for guests with special diet (non-pork, food allergies)			
		Complete table set-up for participants and for food.			
		Must provide secretariat and registration table.			

	Caterer must accept a SEND BILL policy in the payment of service.			
	Caterer must be able to adjust to the abrupt change in the number of pax for the activity.			
	The company should have been in the business for a minimum of two (2) years.			


**Estimated Amount**

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:

  
 \_\_\_\_\_  
 Signature over Printed Name of Supplier  
DEC 15 2020  
 \_\_\_\_\_  
 Date

Very truly yours,

  
 \_\_\_\_\_  
 DIR. JOSE ROBERTO R. NUÑEZ  
 Regional Director

Fund Cluster : \_\_\_\_\_  
 Funds Available : \_\_\_\_\_

  
**JÉANNETTE G. PETALINO**  
 Accountant/Head of Accounting Division/Unit

ORS/BURS No. : \_\_\_\_\_  
 Date of the ORS/BURS: \_\_\_\_\_  
 Amount : \_\_\_\_\_