

PURCHASE REQUEST

Entity Name: _____ Fund Cluster: _____

09-03023

Office/Section : DLLU PR No. _____ Date: 12 September 2023
 Responsibility Center Code : _____

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pax	Food requirement for 60 pax (Breakfast Buffet): Continental and Filipino Breakfast Beverages (water, free flowing coffee, hot tea and juices) Fruits Uniformed waiters; Accredited supplier with the Senate of the Philippines; Approved Budget is PHP 60,000.00 4. Quoted price should be in Philippine peso and should include all taxes, duties, and/or levies payable; and 5. Bidders should accept a send-bill payment arrangement.	60		PHP 60,000.00

Note: total ABC shall include other charges (delivery, VAT, and other charges)

Total	PHP 60,000.00
--------------	----------------------

Purpose: Procurement of Catering Services during the Senate Committee Hearing on the DFA FY 2024 Budget in the Senate of the Philippines The funds will be chargeable against DLLU's FY 2022 Continuing Appropriations - Congress-Introduced under Representation Expenses.

Signature :	Requested by: _____	Approved by: _____
Printed Name :	<u>KARLO S. BERME</u>	<u>ADRIAN BERNIE C. CANDOLADA</u>
Designation :	<u>Acting Administrative Officer</u>	<u>Assistant Secretary</u>